

School Board of Clay County

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

April 4, 2024 - Regular School Board Meeting

Date: Apr 04 2024 (6:00 p.m.)

Student Showcase (Tynes Elementary Chorus, Megan Hines, Music Teacher)

Invocation (Pastor Jason Brown, Black Pond Baptist Church, Middleburg)

Pledge of Allegiance

Call to Order

Recognitions and Awards

[1. Recognize President's Volunteer Service Award Recipients](#)

[2. Recognition of State Thespians](#)

[3. Recognition of State Champions](#)

Presenters

School Showcase (Tynes Elementary School, Sarah Brennan, Principal)

Presentations from the Audience (Public Comment)

Discussion Agenda

Human Resources

[4. D1 - Human Resources Special Action A](#)

[5. D2 - Human Resources Special Action B](#)

[6. D3 - Human Resources Special Action C](#)

Instruction-Instructional Resources

[7. D4 - Public Hearing to Approve as Advertised the Adoption of K-12 Social Studies and K-12 Science Materials](#)

📎 [2023-2024 K-12 Social Studies Teacher Ranking Results.pdf](#)

📎 [2023-2024 K-12 Science Preselection Committee Results.pdf](#)

📎 [2023-2024 K-12 Social Studies and K-12 Science Adoption NOTICE OF APPROVAL TO ADVERTISE SB Policy.pdf](#)

📎 [2023-2024 K12 Social Studies Adoption Packet.pdf](#)

📎 [2023-2024 K12 Science Adoption Packet.pdf](#)

Consent Agenda

Superintendent

[8. C1 - Minutes of School Board Special Meeting and School Board Workshop on February 27, 2024; Student Discipline Hearings and Regular Meeting on March 7, 2024](#)

- Ⓞ [2024 Feb 27 Special Mtg.pdf](#)
- Ⓞ [2024 Feb 27 Workshop.pdf](#)
- Ⓞ [2024 Mar 7 Student Hearings.pdf \(Confidential\)](#)
- Ⓞ [2024 Mar 7 Regular Mtg.pdf](#)

Human Resources

[9. C2 - Personnel Consent Agenda](#)

- Ⓞ [Personnel Consent Agenda - April 4 2024.pdf](#)

[10. C3 - Proposed Supplement Allocations for 2024-25](#)

[11. C4 - Reappointments of Instructional and Support Personnel 2024-2025 School Year](#)

[12. C5 - Proclamation #24-14 to Establish May 6 - 10, 2024, as Teacher Appreciation Week in Clay County, and Tuesday, May 7, 2024, as Teacher Appreciation Day](#)

- Ⓞ [Teacher Appreciation Proclamation 2023-2024.pdf](#)

[13. C6 - Proclamation #24-15 to Establish April 22 - 26, 2024, as Administrative Professionals' Week and Wednesday, April 24, 2024, as Administrative Professionals' Day in Clay County.](#)

- Ⓞ [Administrative Professionals Proclamation 2023-2024.pdf](#)

Instruction-Academic Services

[14. C7 - K-12 Academic Services Out of State and Overnight Student Travel](#)

- Ⓞ [April 2024 Student Travel.pdf](#)

[15. C8 - Proposed Florida Youth Challenge Academy Student/Employee Calendar for 2024-2025 School Year](#)

- Ⓞ [FLYCA Student-Employee 2024-2025 Calendar.pdf](#)

[16. C9 - 2024 Secondary Summer Programs Calendars Revised](#)

- Ⓞ [Secondary Summer Programs Calendar 2024 Revised.pdf](#)

[17. C10 - 2024 VPK, 3rd Grade Summer Camp Calendar revised](#)

- Ⓞ [2024 VPK, 3rd Grade Summer Camp Calendar Revised.pdf](#)

Instruction-Adult Education

[18. C11 - CCDS-Adult & Community Education \(ClayACE\) and Electrical Training Alliance of Jacksonville \(ETAJ\) MOU for Post-Secondary Adult Pre-Apprenticeship Program](#)

- Ⓞ [240120 Elec Training Alliance MOU with ACE.pdf](#)

Instruction-Professional Development

[19. C12 - Affiliation Agreement between Clay County District Schools and Jacksonville University \(JU\)](#)

[240118 Jacksonville University.pdf](#)

[20. C13 - Affiliation Agreement between Clay County District Schools and Arizona State University \(ASU\)](#)

[240130 Arizona State Univ.pdf](#)

Instruction-Reading/Library Media

[21. C14 - Proclamation #24-16 to Establish April, 2024 as School Library Month in Clay County](#)

[Proclamation-April-2024-School-Library-Media-Month.pdf](#)

Instruction-Climate and Culture

[22. C15 - Proclamation #24-17, National School Nurse Week](#)

[Nurses Week Proclamation24 \(1\).pdf](#)

[23. C16 - Proclamation # 24-18: Month of the Military Child, Purple Up Day April 17, 2024](#)

[Month of Military Child Proclamation 2024.docx.pdf](#)

Business Affairs

[24. C17 - Proposed Allocation Changes for 2023-2024](#)

[25. C18 - Proposed Allocation Changes for 2024-2025](#)

[26. C19 - Request for the Adoption of Resolution #24-19, Authorizing the Issuance of the Certificates of Participation, Series 2024A](#)

Business Affairs-Accounting

[27. C20 - Monthly Financial Reports for February, 2024](#)

[February 2024 Monthly Board Property Reports.pdf](#)

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

[Contracts Signed by Superintendent \\$50,000 to \\$100,000.pdf](#)

[28. C21 - Budget Amendment Report for February 29, 2024](#)

[Budget Report_February 29 2024.pdf](#)

Business Affairs-Internal Accounts

[29. C22 - NSF Checks](#)

[CHS NSF check write off Agenda.pdf](#)

Business Affairs-Payroll

[30. C23 - Approval of the 2024-2025 Payroll Calendars](#)

[2024-2025 Master Payroll Calendar.pdf](#)

[2024-2025 Pay Period Work Dates_Calendars - 10 Mo 196 & 197.pdf](#)

[2024-2025 Pay Period Work Dates_Calendars - 11 Month 216.pdf](#)

[2024-2025 Pay Period Work Dates_Calendars - 12 month 260 .pdf](#)

[2024-2025 Pay Period Work Dates_Calendars - 24_25 Payroll Employee Work Days.pdf](#)

[2024-2025 Pay Period Work Dates_Calendars - 24_25 Payroll Processing Dates.pdf](#)

- [☉ 2024-2025 Pay Period Work Dates_Calendars - 9 Month ALL.pdf](#)
- [☉ 2024-2025 Pay Period Work Dates_Calendars - SUMMER 2024.pdf](#)
- [☉ 2024-2025 Pay Period Work Dates_Calendars - FYCA .pdf](#)

Business Affairs-Property

31. C24 - DELETION OF CERTAIN ITEMS REPORT MARCH, 2024

- [☉ DELETION OF CERTAIN ITEMS REPORT MARCH, 2024.pdf](#)

Business Affairs-Purchasing

32. C25 - BID Renewal

Operations-Facilities

33. C26 - Substantial and Final Completion of Keystone Heights Elementary School New Cafeteria/Classrooms

- [☉ Certificate of Substantial Completion - KHE New Cafeteria Classrooms](#)
- [☉ Certificate of Final Completion - KHE New Cafeteria Classrooms](#)

34. C27 - Substantial and Final Completion of Bannerman Learning Center Parking Lot Renovations/Security Lighting Replacement

- [☉ Certificate of Substantial Completion - BLC Parking Lot Renovations](#)
- [☉ Certificate of Final Completion - BLC Parking Lot Renovations](#)

35. C28 - Appointments for the Citizens Oversight Committee

- [☉ Citizen Oversight Committee Members.pdf](#)

36. C29 - School Concurrency Proportionate Share Mitigation (PSM) Agreement between the Clay County School Board, Clay County, and Forestar (USA) Real Estate Group, Inc., a Delaware Corporation (Baxley Villas)

- [☉ PSM Agreement - Forestar Real Estate Group.pdf](#)

37. C30 - Lakeside Elementary School Restroom Renovation Contract Award

- [☉ Lakeside Elementary Restroom Renovations Contract 4.4.24.pdf](#)

38. C31 - Orange Park Elementary School Restroom Renovation Contract Award

- [☉ Orange Park Elementary Restroom Contract 4.4.24.pdf](#)

39. C32 - Prequalification of Contractors

- [☉ Table for Board Backup Contractor Prequal, 4.4.24](#)

40. C33 - Orange Park High School Media Center Renovation Contract Award

- [☉ Orange Park High School Media Center Renovation Contract 4.4.24.pdf](#)

41. C34 - S. Bryan Jennings Fire Alarm Repair/Replacement Contract Award

- [☉ S. Bryan Jennings Fire Alarm Repair.Replacement 4.4.24.pdf](#)

42. C35 - Substantial and Final Completion of Fleming Island High School Replace Batting Practice Building and Erosion Control

- [☉ FIH Batting Practice Building Substantial and Final Completion.pdf](#)

43. C36 - Substantial and Final Completion of Middleburg High School Cafeteria Expansion

Adoption of Consent Agenda

CCEA Update (Victoria Kidwell)

CESPA Update (Lonnie Roberts)

Superintendent's Update and Presentations

School Board Attorney Remarks

School Board Member Remarks

Adjournment

DRAFT

April 4, 2024 - Regular School Board Meeting

Title

Recognize President's Volunteer Service Award Recipients

Description

The President's Volunteer Service Award is a prestigious national honor that highlights commitment to unpaid acts of volunteer service benefitting others in the community. This award requires a minimum of 75 service hours for students ages 5-10, a minimum of 100 service hours for students ages 11-15, and a minimum of 250 service hours for young adults ages 16-25.

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Recognition only.

Contact

Bonnie O'Nora, Board Assistant, bonnie.onora@myoneclay.net

Financial Impact

None

Review Comments

Attachments

DRAFT



School Board of Clay County

April 4, 2024 - Regular School Board Meeting

Title

Recognition of State Thespians

Description

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Contact

Bonnie O'Nora, Board Assistant, bonnie.onora@myoneclay.net

Financial Impact

Review Comments

Attachments

DRAFT



School Board of Clay County

April 4, 2024 - Regular School Board Meeting

Title

Recognition of State Champions

Description

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Contact

John Stilianou, Coordinator of District Athletics, john.stilianou@myoneclay.net

Financial Impact

None

Review Comments

Attachments

DRAFT

April 4, 2024 - Regular School Board Meeting

Title

D1 - Human Resources Special Action A

Description

Florida Statutes (F.S. 1012.22(1)(9f), State Board Rules and Clay County School Board Policies require Board notification and/or action regarding decisions and recommendations of the Superintendent related to Personnel matters.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

Goal 2: Enact a highly effective recruitment and professional development plan along with opportunities for growth and career development to ensure all students have access to a world class education to become life-long learners for success in a global and competitive workplace and in acquiring applicable life skills.

Strategy 2.1.1 Develop strategic partnerships with organizations and universities to source new talent for a diverse workforce that is effective and highly-qualified for non-instructional, instructional, and administrative positions throughout CCDS.

Strategy 2.1.3 Expand involvement in community-sponsored career fairs, providing the opportunity to recruit a diverse population to the multiple career paths within CCDS.

Strategy 2.1.4 Continue to streamline the application and onboarding process to successfully engage and hire quality applicants.

Strategy 2.1.5 Collaborate to strengthen CCDS' branding and marketing to increase the awareness and presence of career opportunities.

Recommendation

Approve the action as presented.

Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources (904) 336 6701 Brenda.Troutman@myoneclay.net

Financial Impact

None

Review Comments

Attachments

April 4, 2024 - Regular School Board Meeting

Title

D2 - Human Resources Special Action B

Description

Florida Statutes (F.S. 1012.22(1)(9f), State Board Rules and Clay County School Board Policies require Board notification and/or action regarding decisions and recommendations of the Superintendent related to Personnel matters.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

Goal 2: Enact a highly effective recruitment and professional development plan along with opportunities for growth and career development to ensure all students have access to a world class education to become life-long learners for success in a global and competitive workplace and in acquiring applicable life skills.

Strategy 2.1.1 Develop strategic partnerships with organizations and universities to source new talent for a diverse workforce that is effective and highly-qualified for non-instructional, instructional, and administrative positions throughout CCDS.

Strategy 2.1.3 Expand involvement in community-sponsored career fairs, providing the opportunity to recruit a diverse population to the multiple career paths within CCDS.

Strategy 2.1.4 Continue to streamline the application and onboarding process to successfully engage and hire quality applicants.

Strategy 2.1.5 Collaborate to strengthen CCDS' branding and marketing to increase the awareness and presence of career opportunities.

Recommendation

Approve the action as presented.

Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources (904) 336 6701 Brenda.Troutman@myoneclay.net

Financial Impact

None

Review Comments

Attachments

April 4, 2024 - Regular School Board Meeting

Title

D3 - Human Resources Special Action C

Description

Florida Statutes (F.S. 1012.22(1)(9f), State Board Rules and Clay County School Board Policies require Board notification and/or action regarding decisions and recommendations of the Superintendent related to Personnel matters.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

Goal 2: Enact a highly effective recruitment and professional development plan along with opportunities for growth and career development to ensure all students have access to a world class education to become life-long learners for success in a global and competitive workplace and in acquiring applicable life skills.

Strategy 2.1.1 Develop strategic partnerships with organizations and universities to source new talent for a diverse workforce that is effective and highly-qualified for non-instructional, instructional, and administrative positions throughout CCDS.

Strategy 2.1.3 Expand involvement in community-sponsored career fairs, providing the opportunity to recruit a diverse population to the multiple career paths within CCDS.

Strategy 2.1.4 Continue to streamline the application and onboarding process to successfully engage and hire quality applicants.

Strategy 2.1.5 Collaborate to strengthen CCDS' branding and marketing to increase the awareness and presence of career opportunities.

Recommendation

Approve the action as presented.

Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources (904) 336 6701 Brenda.Troutman@myoneclay.net

Financial Impact

None

Review Comments

Attachments

April 4, 2024 - Regular School Board Meeting

Title

D4 - Public Hearing to Approve as Advertised the Adoption of K-12 Social Studies and K-12 Science Materials

Description

The Pre-selection Adoption Committees included teacher representatives from each impacted subject area and parents. The committee vetted materials for the considered courses using a comprehensive rubric that aligned curricula to materials. The Social Studies committee met on October 16th and the Science committee met on January 5th to thoroughly review all available curriculum options from the state adoption list. The teams worked to apply rigorous alignment criteria using evaluation tools provided by the Instructional Resources Department and District Curriculum Specialists to each selection to determine the top two products that would best meet the needs of the students of Clay County.

To finalize the vetting process, all impacted teachers were asked to provide feedback about the top choices and the ability of each to meet the needs of their students. To be as transparent as possible, the surveys provided detailed information about each product being considered. Feedback was provided to the District Committee who reviewed the teacher feedback and recommendations.

The top products selected for each subject are posted on the Instructional Resources page of the District’s website. The public is encouraged to view the products and express their individual comments and/or concerns about each one.

Florida State Statute 1006.283 requires an open, noticed school board hearing to receive public comment on the recommended instructional materials. The publication of notice allows CCDS to meet this requirement

Gap Analysis

Some Instructional Materials for K-12 Social Studies were adopted during the 2022-2023 adoption year and materials for Science were last adopted in 2018.

Previous Outcomes

Statute requires a district to adopt within two years of the State’s adoption year. F.S. 1006.283 Requires a public hearing to be posted in a publication 20 calendar days prior to the event in order for the public to be made fully aware of the District’s intentions.

Expected Outcomes

These materials would provide the teachers of Clay County current, quality, and aligned materials to enable them the ability to deliver and plan engaging lessons, and provide students with the resources to maximize learning and increase student outcomes.

Strategic Plan Goal

Goal: 1: Develop Great Educators and Leaders

Strategy: 1.1: Develop a high quality and aligned instructional system.

Recommendation

That the School Board approve as advertised the Social Studies and Science materials.

Contact

Roger Dailey, Chief Academic Officer, 904.336.6904 roger.dailey@myoneclay.net

Financial Impact

Estimated cost=\$8,000,000 in Materials Funding

Review Comments

Attachments

📎 [2023-2024 K-12 Social Studies Teacher Ranking Results.pdf](#)

📎 [2023-2024 K-12 Science Preselection Committee Results.pdf](#)

- ④ [2023-2024 K-12 Social Studies and K-12 Science Adoption NOTICE OF APPROVAL TO ADVERTISE SB Policy.pdf](#)
- ④ [2023-2024 K12 Social Studies Adoption Packet.pdf](#)
- ④ [2023-2024 K12 Science Adoption Packet.pdf](#)

DRAFT

2023-2024 K-12 Social Studies Adoption Materials			Overall Ranking	
Teacher Feedback Results *Ranking of materials			First Choice	Second Choice
Grade	Course Title	Course Number		
K	Social Studies Grade K	5012020	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Living, Learning, and Working Together Grade K	Gallopade's K-5 Social Studies Curriculum Florida Kindergarten Social Studies: Living, Learning, and Working Together
1	Social Studies Grade 1	5012030	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Our Community and Beyond, Grade 1	Gallopade's K-5 Social Studies Curriculum Florida 1st Grade Social Studies: Our Community and Beyond
2	Social Studies Grade 2	5012040	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Who We Are As Americans, Grade 2	Gallopade's K-5 Social Studies Curriculum Florida 2nd Grade Social Studies: Who We Are As Americans
3	Social Studies Grade 3	5012050	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, The United States: Its Regions and Neighbors, Grade 3	Gallopade's K-5 Social Studies Curriculum Florida 3rd Grade Social Studies: United States' Regions and Neighbors
4	Social Studies Grade 4	5012060	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Florida Studies, Grade 4	Gallopade's K-5 Social Studies Curriculum Florida 4th Grade Social Studies: Florida Studies + Financial Literacy
5	Social Studies Grade 5	5012070	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, United States History, Grade 5	Gallopade's K-5 Social Studies Curriculum Florida 5th Grade Social Studies: United States History
7-8	M/J Civics & Career Planning, Advanced, Advanced & Career Planning	2106016 2106020 2106026	McGraw Hill LLC's Civics, Florida Edition	Savvas Learning Company, LLC's Florida Civics Interactive
7-8	M/J United States History, Advanced & Career Planning	2100010 2100020 2100025	McGraw Hill Education's United States History: Voices and Perspectives, Early Years, Florida Edition	National Geographic's (Cengage) U.S. History Beginnings to 1877, Florida Edition
9-12	United States History & Honors	2100310 2100320	Florida Transformative Education Gateway to US History with Revised Civics and Government Standards	McGraw Hill United States History, Modern Times, Florida Edition

**2023-2024 K-12 Science Adoption
Preselection Committee Results**

Course Number	Grade Level	Course Name	Top 2 Choices Listed Alphabetically	
5020010	K	Science - Grade K	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020020	1	Science - Grade 1	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020030	2	Science - Grade 2	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020040	3	Science - Grade 3	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020050	4	Science - Grade 4	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020060	5	Science - Grade 5	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
2002040	6	M/J Comprehensive Science 1	Discovery Education Science Techbook for Florida	Savvas Florida Science Explorations ©2025, Comprehensive 1-3
2002070	7	M/J Comprehensive Science 2	Discovery Education Science Techbook for Florida	Savvas Florida Science Explorations ©2025, Comprehensive 1-3
2002100	8	M/J Comprehensive Science 3	Discovery Education Science Techbook for Florida	Savvas Florida Science Explorations ©2025, Comprehensive 1-3
2000350	9-12	Anatomy and Physiology	Cengage/Nat Geo Body Structures and Functions - Anatomy and Physiology	McGraw Hill Florida Hole's Essentials of Human Anatomy and Physiology
2001350	9-12	Astronomy Solar/Galactic	Cengage/Nat Geo Foundations of Astronomy	Foundations of Astronomy
2000310	9-12	Biology 1	National Geographic Biology, Florida Edition	Savvas Florida Miller & Levine Experience Biology ©2025
2003340	9-12	Chemistry 1	McGraw Hill Florida Chemistry	Savvas Florida Experience Chemistry ©2025
2001340	9-12	Environmental Science	National Geographic Environmental Science Sustaining Your World, Florida Edition	Savvas Florida Environmental Science, Your World Your Turn ©2025
2002480	9-12	Forensic Science 1	Cengage/Nat Geo Forensic Science: Fundamentals & Investigations	
2002500	9-12	Marine Science 1	Cengage/Nat Geo National Geographic Oceanography: An Invitation to Marine Science	McGraw Hill Florida Marine Science
2003310	9-12	Physical Science	McGraw Hill Florida Physical Science	
2003380	9-12	Physics 1	McGraw Hill Florida Physics	Savvas Florida Experience Physics ©2025

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

APPROVAL TO ADVERTISE/NOTICE OF INTENT TO ADOPT K-12 Social Studies and K-12 Science

Approval to Advertise: The School Board of Clay County, Florida (“the Board”) approves the advertisement of a Legal Public Notice for the K-12 Social Studies and K-12 Science Textbook Adoption.

Purpose & Effect: The proposed adoption pertains to the implementation of the state and school district policies and procedures regarding K-12 Social Studies and K-12 Science.

Access to Text of Proposed Amendments: The selected texts will be displayed for public viewing on April 4, prior to the regular school board meeting between the hours of 5pm and 6pm. The texts are also available for viewing by appointment in the Instructional Resources Department of Clay County District Schools, located at 900 Walnut Street, Green Cove Springs, Florida 32043, from February 1 through April 3.

Rule Making Authority: The Board is authorized to select adequate instructional materials for students in accordance with section 1006.283 of the Florida Statutes.

Laws Implemented: The laws implemented by the above-referenced adoption fall within Florida Statute 1006.28.

Person(s) Originating Policy Changes: The proposed adoption was originated by the Chief Academic Officer in collaboration with the Supervisor of Instructional Resources.

Public Hearing: The Board intends to formally adopt the proposed texts following a public hearing. ***The public hearing shall be held on Thursday, April 4, 2024***, during the course of the Board’s regular meeting, which begins ***at 6:00 p.m.*** and takes place in the Boardroom at the Teacher In-service Training Center at Fleming Island High School, 2233 Village Square Parkway, Orange Park, Florida.

Any person requiring special accommodations to attend or participate in public meetings should advise the School District at least 48 hours before the meeting by contacting the Superintendent’s Office at (904) 336-6508. If you are hearing or speech impaired, you may contact the District by email addressed to bonnie.onora@myoneclay.net or by calling (904) 336-6584 (TDD).

If a person decides to appeal any decision made by the Board with respect to any matter considered at the meeting, he or she will need a record of the proceedings, and, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.



2023-2024 K-12 Social Studies Adoption

Packet Contents

- 1. 2023-2024 K-12 Social Studies Adoption Timeline**
- 2. District Adoption Committee Results and Recommendations to the Board**
- 3. Teacher Feedback Summary**
- 4. Detailed Teacher Feedback Rubrics**
- 5. Preselection Committee Results**
- 6. Detailed Preselection Committee**
- 7. Preselection Committee Summary of Recommendation Forms**
- 8. Evaluation Rubric**

2023-2024 K-12 Social Studies Adoption Timeline

2023-2024 K-12 Social Studies Adoption Process and Timeline			
Step	Date	Responsible Person(s)	NOTES
Follow FLDOE adoption cycle >Review FLDOE Course Call for Next Year	May	Supervisor	
Meet with Curriculum Specialists to create a plan for the adoption	September 29, 2023	Supervisor	K-12 Social Studies grade levels/subject areas, including K-5, M/J United States History, M/J Civics, and United States History were not adopted during the 2022-23 SY, yet were previewed and then finalized during the 2023-24 SY.
Create Rubric for the review process	Fall 2023	Curriculum Specialists	Based rubric on the FLDOE rubric, adjusted it to fit CCDS student needs.
Set up face-to-face Preselection Committee Date(s)	Planning/Inservice Day	Specialists Supervisor	
Updates to the adoption are placed on the IR Website	As needed	Supervisor/IR Specialist	
Build and manage adoption in Google Classroom	July/August	Supervisor/IR Specialist	
Send out Course Call to Publishers and request IT survey be completed by publishers.	October 11, 2022	Supervisor/IR Specialist	Sent requests to publishers for them to complete the tech survey, provide product information including digital access.
Round 1 Elimination: IT reviews survey responses. Eliminate unacceptable technology systems.	October/November 2022	Supervisor/IR Specialist	IT reviewed submissions in late October, early November. Then held meetings with vendors about areas of concern. This process eliminated 3 of 15 vendors.
Request copies from publishers: both physical and online access of materials (Include teacher reviewer and public reviewer).	November/December 2022	Supervisor/IR Specialist	Received materials from approved publishers in November and December.
Round 2 Elimination: Curriculum Specialists review materials to eliminate those that do not meet the district requirements.	September 29, 2023	Curriculum Specialists	Specialists reviewed materials with the Preselection Committee.
Create Preselection Committee Review Teams	Summer/Fall 2023	Curriculum Specialists Supervisor/IR Specialist	Request sent via principals and teachers in Fall
Round 3 Elimination: Preselection Committees review materials, complete rubrics, narrow down to top 2	October 16, 2023	Curriculum Specialists	Parents invited. Noticed on website.
Round 4 Elimination: Preselection Committee top 2 choices are sent to teachers (same grade level/subject area) for review and TOP Choice recommendation.	October 23, 2023 through November 13, 2023	Supervisor/IR Specialist	Email sent to impacted teachers October 23rd, with several reminder emails during the window.
Round 5 Elimination: Teacher recommendations are sent to the District Selection Committee for review and preparation of final selection to the Superintendent.	February 22, 2024	Supervisor/IR Specialist/Curriculum Specialists	Parents invited. Noticed on website.
Permission to Publish: Top Choice is sent to the Superintendent and the Board for public review and comments. Must be 30 (20 working days) days from date of publish to hearing.	February 1st Board Meeting	Supervisor	April 2024 Board Meeting
Send advertisement to Clay Today	February 1, 2024	IR Assistant/Supervisor	Presented at the February Board meeting. Published February 8th in Clay Today.
Final selection presented to the Board for public comment and the Board's vote.	April 4, 2024	Supervisor	Materials placed in conference room at 5pm before Board meeting.
Must allow 30 days for comments before the selection is final. Online survey posted on IR website.	Starts 04/05/2024, Ends 5/5/2024	Supervisor/IR Specialist	
Purchase as necessary	May 2024	Supervisor	

2023-2024 K-12 Social Studies Adoption

District Adoption Committee Results

*On February 22, 2024, the District Adoption Committee voted unanimously to accept the recommendation of Clay County teachers. We now present the final recommendations to the Board.

2023-2024 K-12 Social Studies Adoption Materials			Teacher's Overall Ranking	
District Adoption Committee Results			First Choice	Second Choice
Grade	Course Title	Course Number		
K	Social Studies Grade K	5012020	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Living, Learning, and Working Together Grade K	Gallopade's K-5 Social Studies Curriculum Florida Kindergarten Social Studies: Living, Learning, and Working Together
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5	Social Studies Grade 5	5012070	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, United States History, Grade 5	Gallopade's K-5 Social Studies Curriculum Florida 5th Grade Social Studies: United States History
7-8	M/J Civics & Career Planning, Advanced, Advanced & Career Planning	2106016 2106020 2106026	McGraw Hill LLC's Civics, Florida Edition	Savvas Learning Company, LLC's Florida Civics Interactive
7-8	M/J United States History, Advanced & Career Planning	2100010 2100020 2100025	McGraw Hill Education's United States History: Voices and Perspectives, Early Years, Florida Edition	National Geographic's (Cengage) U.S. History Beginnings to 1877, Florida Edition
9-12	United States History & Honors	2100310 2100320	Florida Transformative Education Gateway to US History with Revised Civics and Government Standards	McGraw Hill United States History, Modern Times, Florida Edition

2023-2024 K-12 Social Studies Adoption

Teacher Feedback Results

*Teachers were asked to rank the titles as first or second choice. See the following pages for teacher comments.

2023-2024 K-12 Social Studies Adoption Materials			Overall Ranking	
Teacher Feedback Results *Ranking of materials			First Choice	Second Choice
Grade	Course Title	Course Number		
K	Social Studies Grade K	5012020	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Living, Learning, and Working Together Grade K	Gallopade's K-5 Social Studies Curriculum Florida Kindergarten Social Studies: Living, Learning, and Working Together
1	Social Studies Grade 1	5012030	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Our Community and Beyond, Grade 1	Gallopade's K-5 Social Studies Curriculum Florida 1st Grade Social Studies: Our Community and Beyond
2	Social Studies Grade 2	5012040	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Who We Are As Americans, Grade 2	Gallopade's K-5 Social Studies Curriculum Florida 2nd Grade Social Studies: Who We Are As Americans
3	Social Studies Grade 3	5012050	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, The United States: Its Regions and Neighbors, Grade 3	Gallopade's K-5 Social Studies Curriculum Florida 3rd Grade Social Studies: United States' Regions and Neighbors
4	Social Studies Grade 4	5012060	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, Florida Studies, Grade 4	Gallopade's K-5 Social Studies Curriculum Florida 4th Grade Social Studies: Florida Studies + Financial Literacy
5	Social Studies Grade 5	5012070	McGraw Hill LLC's K-5 Social Studies Curriculum Florida Social Studies, United States History, Grade 5	Gallopade's K-5 Social Studies Curriculum Florida 5th Grade Social Studies: United States History
7-8	M/J Civics & Career Planning, Advanced, Advanced & Career Planning	2106016 2106020 2106026	McGraw Hill LLC's Civics, Florida Edition	Savvas Learning Company, LLC's Florida Civics Interactive
7-8	M/J United States History, Advanced & Career Planning	2100010 2100020 2100025	McGraw Hill Education's United States History: Voices and Perspectives, Early Years, Florida Edition	National Geographic's (Cengage) U.S. History Beginnings to 1877, Florida Edition
9-12	United States History & Honors	2100310 2100320	Florida Transformative Education Gateway to US History with Revised Civics and Government Standards	McGraw Hill United States History, Modern Times, Florida Edition

Total Selecting as First Choice	25/19%	103/81%	
Which course do you currently teach?	Rank Gallopade's K-5 Social Studies Curriculum according to your preference. The same product is used for honors.	Rank McGraw Hill LLC's K-5 Social Studies Curriculum according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
5012060 - Social Studies Grade 4	Second Choice	First Choice	This scored the highest by both groups
5012050 - Social Studies Grade 3	Second Choice	First Choice	This curriculum seems to be the most complete and supports literacy standards as well.
5012050 - Social Studies Grade 3	Second Choice	First Choice	I like the mcgraw company and it appears brighter and more information
5012050 - Social Studies Grade 3	Second Choice	First Choice	I want hands on materials, not a ton of online things. Online is good, but I want books.
5012020 - Social Studies Grade K	Second Choice	First Choice	McGraw easy to navigate course work online. Student book looked kid friendly. Gallopade too busy and developmentally not appropriate
5012070 - Social Studies Grade 5	Second Choice	First Choice	Engaging material, reading skill support embedded throughout, scaffolded lessons.
5012030 - Social Studies Grade 1	Second Choice	First Choice	McGraw Hill has a reputation of providing quality curriculum to schools.
5012030 - Social Studies Grade 1	Second Choice	First Choice	The McGraw Hill was much easier to navigate on line. The photographs and text is engaging. It aligns well with standards.
5012060 - Social Studies Grade 4	Second Choice	First Choice	McGraw Hill better aligns with our standards.
5012070 - Social Studies Grade 5	Second Choice	First Choice	Easy flow of navigational tools, background knowledge available for teachers, and already made quizzes, test, and assessments that aligned with Florida standards helped me in my decision of McGraw Hill. Reading standards seem more prevalent and able to be understood by first year teachers, more than Gallopade. Both resources seem like a great choice.
5012070 - Social Studies Grade 5	Second Choice	First Choice	That curriculum is more resourceful and clear.
5012030 - Social Studies Grade 1	Second Choice	First Choice	The digital platform was easier to navigate. I like how the pages are interactive for the students and have the vocabulary in different colored font to stand out. The active readers tips at the beginning of the lesson are great to engage the students while reading.
5012070 - Social Studies Grade 5	Second Choice	First Choice	In reviewing the preselection committee results, McGraw Hill LLC's K-5 Social Studies Curriculum offers a more comprehensive, scaffolded learning program that can be differentiated to meet the needs of our diverse group of learners, including students with disabilities, English Language Learners, and Gifted students.
5012060 - Social Studies Grade 4	Second Choice	First Choice	I was on the team that picked it
5012040 - Social Studies Grade 2	Second Choice	First Choice	it would better suit our students needs.
5012060 - Social Studies Grade 4	Second Choice	First Choice	The McGraw Hill is the clear choice. The online version is easy to navigate. There are many examples of teacher support material throughout the curriculum. The B.E.S.T. standards are clearly present and my favorite aspect is that it closely aligns with our reading standards as well. I greatly appreciate the crossover opportunity within each lesson.
5012040 - Social Studies Grade 2	Second Choice	First Choice	The writing and photos were more grade level appropriate.
5012050 - Social Studies Grade 3	Second Choice	First Choice	The McGraw Hill Curriculum seems more engaging and focuses on skills involved in social studies such as reading maps, identifying source reliability and how events of the past helped to mold our communities as they are today. It is also aligned to our reading and social studies standards. The Gallopade Curriculum seems to dive deeper into some of the standards such as voting and civic duties but is high technical which in 3rd grade is hard to dive into with the limited time for social studies.
5012050 - Social Studies Grade 3	First Choice	Second Choice	This year I have been searching for all the resources I saw in the first choice Gallopade's K-5 Social Studies Curriculum to help students comprehension of map skills and social studies content for the third grade standards. I felt it aligned beautifully and had colorful and interesting examples, articles and other content to make learning fun.
5012070 - Social Studies Grade 5	Second Choice	First Choice	Having one company provide all resources for K-12 can improve our buying power for all physical and online textbooks. Also, McGraw Hill has been a top content producer and has content for all of our students in Social Studies. This would be a seamless transition for teachers and students.
5012060 - Social Studies Grade 4	Second Choice	First Choice	McGraw Hill had the online interactive piece, seemed better suited for SWD, easy to navigate. The textbook has plenty of opportunities for scholars to show what they've learned.
5012040 - Social Studies Grade 2	Second Choice	First Choice	The McGraw Hill choice seemed a little more put together with more resources.
5012070 - Social Studies Grade 5	Second Choice	First Choice	I have used McGraw Hills products in the past and like the ease of use and the teacher supplements.
5012050 - Social Studies Grade 3	Second Choice	First Choice	Looking at the reviews McGraw Hill appears to be the best material for our students. They stated that 'It is comprehensive and would be easy for a new teacher to immediately implement lesson plans, scaffolding, and enrichment opportunities.' I think it is important that we have user-friendly resources for our new teachers.
5012040 - Social Studies Grade 2	Second Choice	First Choice	I am familiar with McGraw Hill.
5012050 - Social Studies Grade 3	Second Choice	First Choice	McGraw Hill is more aligned with standards.
5012040 - Social Studies Grade 2	Second Choice	First Choice	geared to our standards and opportunities for discussions/opinions
5012040 - Social Studies Grade 2	Second Choice	First Choice	NA
5012070 - Social Studies Grade 5	Second Choice	First Choice	The first choice has many more resources and higher order thinking question stems. This curriculum does a great job with cross-curricular standards implementations, especially the ELA portion.
5012070 - Social Studies Grade 5	Second Choice	First Choice	The ELA alignment.
5012050 - Social Studies Grade 3	Second Choice	First Choice	I like the interface better. It's easier to navigate and I love that Kahoot is built into it.
5012030 - Social Studies Grade 1	Second Choice	First Choice	I have used McGraw Hill before and I believe it was relatable for the students and met the standards as close as possible.
5012070 - Social Studies Grade 5	First Choice	Second Choice	Both are far superior to what we currently have. However, I choose Gallopade as my first choice because of its small bites and frequent checks for understanding. The curriculum not only covers the Florida Standards, but supports our initiative of frequent checks for understanding. This curriculum also fits better into the small amount of time that we have dedicated to social studies time.
5012050 - Social Studies Grade 3	Second Choice	First Choice	McGraw Hill lines up better with the new BEST Standards.
5012050 - Social Studies Grade 3	First Choice	Second Choice	It was SWD friendly
5012070 - Social Studies Grade 5	First Choice	Second Choice	I prefer the layout of this program.
5012020 - Social Studies Grade K	Second Choice	First Choice	Just stop changing the curriculum every year.

Total Selecting as First Choice	25/19%	103/81%	
Which course do you currently teach?	Rank Gallopade's K-5 Social Studies Curriculum according to your preference. The same product is used for honors.	Rank McGraw Hill LLC's K-5 Social Studies Curriculum according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
5012060 - Social Studies Grade 4	Second Choice	First Choice	A colleague went to a meeting about the curriculum choices and said McGraw hill was the best choice and was really excited about it.
5012030 - Social Studies Grade 1	Second Choice	First Choice	
5012030 - Social Studies Grade 1	Second Choice	First Choice	Better curriculum
5012060 - Social Studies Grade 4	First Choice	Second Choice	I like the interactive book in Gallopade's curriculum. The tie-in with reading comprehension and skill is good. It also helps build even more vocabulary.
5012040 - Social Studies Grade 2	First Choice	Second Choice	I liked the workbook better for gallopade
5012020 - Social Studies Grade K	Second Choice	First Choice	I think that the teacher edition was user friendly
5012020 - Social Studies Grade K	Second Choice	First Choice	I find them both to be ok.
5012030 - Social Studies Grade 1	Second Choice	First Choice	higher ranking
5012050 - Social Studies Grade 3	First Choice	Second Choice	The Gallopade Book seems user friendly and covers the topics assigned to 3rd grade. I picked Gallopade's as my first choice because I feel as if it is more grade appropriate for Kinderl
5012020 - Social Studies Grade K	First Choice	Second Choice	
5012050 - Social Studies Grade 3	Second Choice	First Choice	Easy to use online and students have their own book
5012040 - Social Studies Grade 2	First Choice	Second Choice	Gallopade is more inclusive
5012030 - Social Studies Grade 1	Second Choice	First Choice	I read the comments and it seems as if this is the better choice for first graders.
5012050 - Social Studies Grade 3	Second Choice	First Choice	I am more familiar with McGraw Hill. I trust their online resources
5012070 - Social Studies Grade 5	Second Choice	First Choice	McGraw Hill when you look at the standards for 5th grade allows for teaching the standards that will assist students in being successful in secondary history.
5012060 - Social Studies Grade 4	First Choice	Second Choice	Very user friendly online resources and suited to teacher needs.
5012030 - Social Studies Grade 1	First Choice	Second Choice	Gallopade offers the books in spanish online
5012020 - Social Studies Grade K	Second Choice	First Choice	student pages in color
5012030 - Social Studies Grade 1	Second Choice	First Choice	
5012020 - Social Studies Grade K	Second Choice	First Choice	Choice one meets more standards and is more kid friendly.
5012020 - Social Studies Grade K	Second Choice	First Choice	It was quick and easy to find the assessments and the teacher guide.
5012050 - Social Studies Grade 3	First Choice	Second Choice	I felt the Gallopade's Curriculum was more user friendly.
5012030 - Social Studies Grade 1	Second Choice	First Choice	It said the McGraw Hill TE was easy to use and it was aligned.
5012070 - Social Studies Grade 5	Second Choice	First Choice	This option seems to align better with the Curriculum of 5th Grade along with the BEST Standards.
5012030 - Social Studies Grade 1	Second Choice	First Choice	Ease of use.
5012060 - Social Studies Grade 4	Second Choice	First Choice	Feel like McGraw is more closely aligned with standards
5012020 - Social Studies Grade K	Second Choice	First Choice	More familiar with McGraw
5012070 - Social Studies Grade 5	Second Choice	First Choice	The rating by the committee. I like to see what the designated committee has concluded. They are the ones that did the work and rated the curriculum.
5012060 - Social Studies Grade 4	Second Choice	First Choice	Author's claim and evidence
5012060 - Social Studies Grade 4	Second Choice	First Choice	I prefer McGraw Hill's layout and I am more familiar with their curriculum.
5012050 - Social Studies Grade 3	First Choice	Second Choice	I appreciate the alignment with our standard that are taught and the instructional material (student books) look like great practice instead of me having to search for items on pinterest.
5012020 - Social Studies Grade K	First Choice	Second Choice	Student involvement
5012040 - Social Studies Grade 2	First Choice	Second Choice	Looks more user friendly. More comprehensive.
5012030 - Social Studies Grade 1	Second Choice	First Choice	I looked at the responses from the survey the team had made to base my choice.
5012020 - Social Studies Grade K	Second Choice	First Choice	User friendly content
5012030 - Social Studies Grade 1	Second Choice	First Choice	McGraw Hill seems to be better aligned to standards. Appreciate the use of photography instead of cartoon-ish pictures. Also, MGH has a logical flow. Seems like it would be easier for students to use since they would not have to start on page 58, then turn to back to page 13.
5012030 - Social Studies Grade 1	Second Choice	First Choice	McGraw Hill has a reputation of rich curriculum.
5012030 - Social Studies Grade 1	Second Choice	First Choice	NA
5012030 - Social Studies Grade 1	Second Choice	First Choice	the questions to help students think about primary sources
5012020 - Social Studies Grade K	Second Choice	First Choice	Standards based
5012040 - Social Studies Grade 2	Second Choice	First Choice	Materials, content, and familiarity with the product
5012020 - Social Studies Grade K	Second Choice	First Choice	Familiar with McGraw and online options
5012030 - Social Studies Grade 1	Second Choice	First Choice	McGraw aligns to our standards better and has real pictures.
5012030 - Social Studies Grade 1	First Choice	Second Choice	The format seems user friendly for teachers and the students.
5012040 - Social Studies Grade 2	Second Choice	First Choice	Familiar with their products
5012030 - Social Studies Grade 1	First Choice	Second Choice	Gallopades, K-5 curriculum provides many more useful resources that we are able to implement in the classroom.
5012020 - Social Studies Grade K	Second Choice	First Choice	User friendly
5012070 - Social Studies Grade 5	Second Choice	First Choice	The review scores provided through the spreadsheet for the focus areas.
5012040 - Social Studies Grade 2	Second Choice	First Choice	McGraw Hill has B.E.S.T. questions stems throughout, and I like the resources and consumables.
5012070 - Social Studies Grade 5	Second Choice	First Choice	because of the focus and standards
5012050 - Social Studies Grade 3	Second Choice	First Choice	With McGraw hill I loved how many resources there were, the standards alignment, assessments, interactive workbook.
5012070 - Social Studies Grade 5	Second Choice	First Choice	Aligned with standards.
5012070 - Social Studies Grade 5	Second Choice	First Choice	More resources available.
5012020 - Social Studies Grade K	Second Choice	First Choice	I much prefer McGraw Hill teaching resources over most others.

Total Selecting as First Choice	25/19%	103/81%	
Which course do you currently teach?	Rank Gallopade's K-5 Social Studies Curriculum according to your preference. The same product is used for honors.	Rank McGraw Hill LLC's K-5 Social Studies Curriculum according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
5012030 - Social Studies Grade 1	Second Choice	First Choice	McGraw Hill has more support for scaffolding for all types of learners. I love the interactive online journal that they can use. I like the additional resources like the connect to Florida Wonders where it tells the connect between standards and the essential question for the unit. Gallopades does have a more user friendly online platform but the student edition and the teacher edition lack some support for all types of learners.
5012030 - Social Studies Grade 1	Second Choice	First Choice	Content aligns with standards.
5012030 - Social Studies Grade 1	Second Choice	First Choice	I have seen McGraw Hill in the classroom and enjoyed it.
5012050 - Social Studies Grade 3	First Choice	Second Choice	I prefer Gallopade's over McGraw Hill. I like how the website was very user friendly. The student books look engaging. I like the set up of the activities along with the reading that can help check for comprehension.
5012070 - Social Studies Grade 5	First Choice	Second Choice	They are both very nice but I prefer the layout with Gallopade
5012070 - Social Studies Grade 5	Second Choice	First Choice	I prefer not to say.
5012050 - Social Studies Grade 3	Second Choice	First Choice	The curriculum seems more informative than the other.
5012070 - Social Studies Grade 5	First Choice	Second Choice	From my review the Gallopade's materials seem to be more interactive, have a digital piece that is interesting to students and could keep them engaged.
5012040 - Social Studies Grade 2	Second Choice	First Choice	I felt McGraw Hill was more student and teacher friendly. The TE seemed organized and easy to navigate. There were many options for scaffolding available.
5012070 - Social Studies Grade 5	Second Choice	First Choice	McGraw Hill has more features, suggestions for scaffolding, a variety of built in organizers for students to record their thinking and it appeared that it also included the ability to edit assignments/assessments within the platform.
5012040 - Social Studies Grade 2	Second Choice	First Choice	I don't teach honor science
5012020 - Social Studies Grade K	Second Choice	First Choice	The comments and points assigned by parents, specialists and coaches
5012060 - Social Studies Grade 4	Second Choice	First Choice	It appears the better of the two.
5012060 - Social Studies Grade 4	Second Choice	First Choice	McGraw Hill scored the highest of the vetted curriculum.
5012070 - Social Studies Grade 5	Second Choice	First Choice	The accessibility of the product.
5012040 - Social Studies Grade 2	Second Choice	First Choice	I am more familiar with McGraw Hill Curriculum
5012040 - Social Studies Grade 2	Second Choice	First Choice	McGraw Hill has always provided curriculum that is user friendly and well supported.
5012070 - Social Studies Grade 5	Second Choice	First Choice	The alignment with standards and the chapter framework.
5012030 - Social Studies Grade 1	Second Choice	First Choice	Graphics and text are engaging for primary learners.
5012060 - Social Studies Grade 4	Second Choice	First Choice	McGraw Hill provides more higher order thinking questions and scaffolds to differentiate learning.
5012040 - Social Studies Grade 2	Second Choice	First Choice	N/A
5012030 - Social Studies Grade 1	Second Choice	First Choice	My first choice was McGraw Hill. It provided more standard based, student friendly materials with adaptable exercises for students of all levels.
5012040 - Social Studies Grade 2	First Choice	Second Choice	Gallopade seems easier to navigate and more engaging
5012020 - Social Studies Grade K	First Choice	Second Choice	Presentation of materials in the student book an connected resources.
5012030 - Social Studies Grade 1	Second Choice	First Choice	I feel the McGraw Hill provided the most support for all learners (low to high, ELL, SWD). It looked to be very east to implement for new teachers.
5012060 - Social Studies Grade 4	Second Choice	First Choice	McGraw Hill has an easier to follow teacher's edition that has a gradual release model and with built in scaffolds for every lesson (ELL, remediation and enrichment). There are ample opportunities to embed writing and note taking. There is the opportunity for students to assess their prior knowledge and self check throughout the lessons. The website is easier to navigate for students and teachers. The McGraw Hill student workbooks have a cleaner more precise set of knowledge that seems to be more focused would could be beneficial to ELL and students with disabilities.
5012030 - Social Studies Grade 1	Second Choice	First Choice	I personally like what we currently us, Florida studies weekly. We have been to several workshops and now it isn't even an option.. :(
5012040 - Social Studies Grade 2	Second Choice	First Choice	I found the text to be more on their level.
5012050 - Social Studies Grade 3	First Choice	Second Choice	I liked that all of the materials, were in one textbook, that was consumable. I did not like the layout, three different books of the mcgraw hill. There is limited space in a portable.
5012030 - Social Studies Grade 1	Second Choice	First Choice	reviews
5012050 - Social Studies Grade 3	Second Choice	First Choice	McGraw Hill looked like it was more closely aligned to current standards and had more resources for students and teachers.
5012050 - Social Studies Grade 3	First Choice	Second Choice	It seems like lesson are quicker to address standards.
5012060 - Social Studies Grade 4	Second Choice	First Choice	Aside from being aligned with the standards, I like that it contains cross curricular activities, the material starts off activating prior knowledge, has the students make connections, as well as explain their thinking. I love the way they present ELL spotlights which enhance academic language. Overall it looks easy to use for both students and teachers. Other curriculums are hard on the teacher which makes it difficult to teach in the way that we want to...even for seasoned teachers. To be honest...just the name "McGraw Hill" put it on a pedestal because they usually have the students best interest when developing their products but I was diligent in analyzing both curriculums presented and I feel that this is the best.
5012070 - Social Studies Grade 5	First Choice	Second Choice	Simply put, I felt that the layout of the text and graphics coupled with the sentence structure used was more 5th grade "kid friendly".
5012020 - Social Studies Grade K	Second Choice	First Choice	Higher rated by peers according to the spreadsheet.

TOTAL Selecting as First Choice	13 (87%)	2 (13%)	
Which course do you currently teach?	Rank McGraw Hill LLC's Civics, Florida Edition according to your preference.	Rank Savvas Learning Company, LLC's Florida Civics Interactive according to your preference. The same product is used for honors.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	The McGraw Hill edition has a lot to offer
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	McGraw Hill offers more for the teachers and students. It has remedial ideas and ELL ideas.
2106016, 2106020, 2106026- M/J Civics & Care	Second Choice	First Choice	Assessments and differentiation matter more to me than content help. I know the content, helping students understand the content is better for me. The platform of Savvas is also vastly better than McGraw as a true online platform. McGraw is just an online book.
2106016, 2106020, 2106026- M/J Civics & Care	Second Choice	First Choice	Savvas has activities for ELL's. As a teacher who struggles to give my Spanish speaking students material they can understand, these resources would be very helpful. I also like how you can keep track of activities and completion in the system. I did not see this in the McGraw Hill version. However, MGH is easily laid out and in line with the standards. Which makes it easier to plan lessons around.
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	I like the Actively Learn Florida section, it seems similar to bringing in either current events but also better suited to lexiles as it was under Achieve
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	It seems that Savvas is not going to be an easy transition. McGraw Hill looks easier to use on both the student and teacher editions.
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	I have used McGraw Hill successfully in the past
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	I have used McGraw Hill Civics textbooks in the past and they are very detailed on the standards and benchmarks. The text is easy to read and that is important when teaching history / civics to a young generation.
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	Reviewing the links and videos of both selections, the McGraw Hill text and graphs are easier for kids to understand that the video intro of the Savvas materials.
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	US uses McGraw Hill
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	More familiar with McGraw Hill
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	Better text
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	Based on the reviewers comments, the McGraw Hill textbook was easy to navigate and provided a variety of resources for teachers and students. I like that it provides tips for remediation, scaffolding support, and the opportunity to view the material in different lexiles.
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	McGraw Hill seems to be a little easier to navigate.
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	The layout and online option. With only having a class set of books, having an easy to navigate online book is important :)
2106016, 2106020, 2106026- M/J Civics & Care	First Choice	Second Choice	easier to teach

Timestamp	Which course do you currently teach?	Total Selecting as First Choice	5 (71%)	2 (29%)	Feedback
10/26/2023 12:57:41	2100010, 2100020, 2100025 - M/J United States History, Advan Second Choice	Rank McGraw Hill Education's United States History: Voices and Perspectives, Early Years, Florida Edition according to your preference.			I like the use of workbooks. I don't think everything students do should be on a computer. They still need to write. I like everything being in one place. McGraw Hill seems to have so much stuff that the actual things teachers need gets lost.
10/26/2023 18:48:22	2100010, 2100020, 2100025 - M/J United States History, Advan First Choice				More teacher support materials and primary source analysis
10/31/2023 8:50:31	2100010, 2100020, 2100025 - M/J United States History, Advan Second Choice				I liked the layout of the book better. Very interesting pictures and captions.
10/31/2023 9:26:38	2100010, 2100020, 2100025 - M/J United States History, Advan First Choice				The text we are using is Gateway to Early American History The McGraw textbook represents all of the above after observing the aligned standards and actually looking through each textbook. It also follows with the aligned agendas of the Clay County School District of Florida and throughout the state of Florida. It states the below reasons of a FIRST(1) choice: MCGRAW is definitely aligned with CCSD standards and Florida Standards Culturally Accepted (Social-culture) Reflects Florida New Best Standards for the classrooms Great presentation of materials Instructional focus-alignment Support materials for teachers Digital tools available and user friendly Assessment based Accessibility for ELL and SWD learners (this is important with the new Florida agenda); but may need to add other languages.
10/31/2023 13:24:14	2100010, 2100020, 2100025 - M/J United States History, Advan First Choice				I ASKED AROUND AND TEACHERS WANT THE MCGRAW TEXTBOOK! THE NATIONAL GEOGRAPHIC BOOK HAS ONLY BEAUTIFUL PICTURES AND NOT ENOUGH CONTENT TO ALIGN WITH FLORIDA STANDARDS. IT IS DEFINITELY CLEAR ACROSS THE BOARD! Teachers are saying that the school district will pick the cheapest book such as the EAH textbook we've been using for years. They are not confident of the change of a new textbook. They are hoping for The MCGRAW TEXTBOOK MOVING FORWARD. I'm not really "sold" on either, but the McGraw has some activities and an interactive workbook that seems like it would be a great asset to help the students. It does seem to be more on the less rigorous side, so that is one drawback. The Cengage like the lessons would be too short and they don't seem to flow. I feel like I am reading a magazine with short articles in it. I do like how clean and easy it is to read. Only important things are highlighted with easy to see graphics.
11/6/2023 18:26:01	2100010, 2100020, 2100025 - M/J United States History, Advan First Choice				So, to be honest, it's a toss-up as to which one would be better.
11/9/2023 15:56:10	2100010, 2100020, 2100025 - M/J United States History, Advan First Choice				I liked the online/ teacher resources a little better. The content seemed to be a bit more thorough.

TOTAL Selecting as First Choice	5 (50%)	3 (30%)	2 (20%)
Which course do you currently teach?	Rank Florida Transformative Education Gateway to US History with Revised Civics and Government Standards according to your preference. The same product is used for honors.	Rank McGraw Hill LLC's United States History, Modern Times, Florida Edition according to your preference.	Rank Savvas Learning Company, LLC's Florida US History Interactive according to your preference. The same product is used for honors.
2100310, 2100320 - United States History & Honors	First Choice	Third Choice	Second Choice
2100310, 2100320 - United States History & Honors	First Choice	Third Choice	Second Choice
2100310, 2100320 - United States History & Honors	Third Choice	Second Choice	First Choice
2100310, 2100320 - United States History & Honors	Second Choice	First Choice	Third Choice
2100310, 2100320 - United States History & Honors	Third Choice	First Choice	Second Choice
2100310, 2100320 - United States History & Honors	First Choice	Second Choice	Third Choice
2100310, 2100320 - United States History & Honors	First Choice	Second Choice	Third Choice
2100310, 2100320 - United States History & Honors	First Choice	Second Choice	Third Choice
2100310, 2100320 - United States History & Honors	Second Choice	Third Choice	First Choice
2100310, 2100320 - United States History & Honors	Third Choice	First Choice	Second Choice

Proven results. Gateway breaks down the material for the what the students need to know. I've used it for years, and the results speak for themselves.

I think the Gateway book is easy for kids to understand and teachers. I picked Savvas second because I like the online part of it.

Savvas has a variety of helpful interactive tools online. It also provides lessons in Spanish. The start up and synthesis activities are also great tools for lesson planning/as a supplemental tool. The McGraw Hill text also has helpful blurbs for lesson planning/differentiation, but not much digital/interactive tools.

McGraw Hill and Gateway seem the most useful for EOC prep

new question banks and online visuals

First Choice - (Florida Transformative Education) prefer the Gateway to US History with Revised Civics and Government Standards, the textbook we currently use, because it uses references and recommendations for the EOC. I know it doesn't have an online component, but we utilize other resources such as Documents, Reading Like an Historian and History Labs to supplement. We utilize google tools for students with accommodations and other needs.

Second Choice - McGraw Hill LLC's has some wonderful online resources that are easy to navigate and benefit all students.

Third Choice - Savvas Learning Company, LLC's also has some wonderful online resources but it seemed more difficult to navigate, but material benefits all students.

All three choices are very good and address the required BEST state standards.

I think the current Gateway book has lots of strong points and correlates well to the EOC

Gateway has a more user friendly format for both students and teachers while providing clear information path for students in guiding them towards mastery of the standards; better preparing them the EOC.

1. Savvas - Students already familiar Savvas with other subjects
2. Have had success with Gateway. Familiar with the book

I struggled between them, but liked the overall look of McGraw Hill's dashboard versus the Savvas one.

2023-2024 K-12 Social Studies Adoption

Preselection Committee Results

*Committees evaluated each submitted title using a rubric. The top titles listed below were sent to teachers for their feedback.

2023-2024 K-12 Social Studies Adoption Materials

Preselection Committee Results of October 16, 2023

The top choices for each grade level are listed and will be sent to teachers for feedback.

Grade	Course Title	Course Number	Cengage Learning	Florida Transformative Education	Gallopade International, Inc	McGraw-Hill, LLC	Savvas Learning Company, LLC
K	Social Studies Grade K	5012020			Florida Kindergarten Social Studies: Living, Learning, and Working Together	Florida Social Studies, Living, Learning, and Working Together Grade K	
1	Social Studies Grade 1	5012030			Florida 1st Grade Social Studies: Our Community and Beyond	Florida Social Studies, Our Community and Beyond, Grade 1	
2	Social Studies Grade 2	5012040			Florida 2nd Grade Social Studies: Who We Are As Americans	Florida Social Studies, Who We Are As Americans, Grade 2	
3	Social Studies Grade 3	5012050			Florida 3rd Grade Social Studies: United States' Regions and Neighbors	Florida Social Studies, The United States: Its Regions and Neighbors, Grade 3	
4	Social Studies Grade 4	5012060			Florida 4th Grade Social Studies: Florida Studies + Financial Literacy	Florida Social Studies, Florida Studies, Grade 4	
5	Social Studies Grade 5	5012070			Florida 5th Grade Social Studies: United States History	Florida Social Studies, United States History, Grade 5	
7-8	M/J Civics & Career Planning, Advanced, Advanced & Career Planning	2106016 2106020 2106026				Civics, Florida Edition	Florida Civics Interactive
7-8	M/J United States History, Advanced & Career Planning	2100010 2100020 2100025	National Geographic U.S. History Beginnings to 1877 Florida Edition			United States History: Voices and Perspectives, Early Years, Florida Edition	
9-12	United States History & Honors	2100310 2100320		Gateway to U.S. History with Revised Civics and Government Standards		United States History, Modern Times, Florida Edition	Florida US History Interactive

2023-2024 K-12 Social Studies										Preselection Committees: Grades 9-12 USH							
Select the course associated with this review:										1. Content	2. Presentation	3. Instructional Focus	4. Assessment	5. Teacher Support	6. Accessibility	Grand Total	Average of Grand Totals Highlighted cells move to the next round. District Coaches, etc: Top 3 Preselection Committee: Top 2
District Coaches, Specialists, Parents																	
2100310, 2100 Savvas Learning Company	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	24	26	21	23	30	25	149	145
2100310, 2100 McGraw-Hill LLC	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	24	25	25	20	31	24	149	145
2100310, 2100 Cengage Learning	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	24	24	23	18	29	21	139	152
2100310, 2100 Cengage Learning	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	32	32	28	28	32	32	184	
2100310, 2100 Florida Transformative Education	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	32	23	24	20	25	8	132	132
2100310, 2100 Teachers' Curriculum Institute	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	24	24	18	20	21	19	126	126
Preselection Committee Results: District Teachers, Parents (One rubric per title)																	
USH: 2100310 Savvas Learning Company	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	27	27	25	25	26	22	152	152
USH: 2100310 McGraw-Hill LLC	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	26	29	26	26	30	25	162	162
2100310, 2100 Cengage Learning	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	24	22	20	21	23	19	129	129
2100310, 2100 Florida Transformative Education	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	Select One	29	26	25	20	21	11	132	132

2023-2024 K-12 Social Studies		Preselection Committees: Grades 7-8							Average of Grand Totals Highlighted cells move to the next round. District Coaches, etc. Top 3 Preselection Committee: Top 2				
Select the course associated with this review:	Publisher Name	Select One	Select One	Select One	Select One	1. Content	2. Presentation	3. Instructional Focus		4. Assessment	5. Teacher Support	6. Accessibility	Total
District Coaches, Specialists, Parents													
						24	24	23	18	26	23	138	138
						32	23	24	20	25	8	132	132
						24	24	23	20	31	24	146	146
						24	24	23	24	23	24	142	142
						24	24	18	20	21	19	126	126
						24	27	22	19	25	22	141	141
						32	31	28	28	32	31	163	163
						32	31	24	20	25	8	132	132
						24	34	23	20	31	24	146	146
						32	32	23	26	32	28	178	178
						24	31	21	21	23	23	135	135
						24	34	25	27	32	32	164	164
						24	24	18	20	21	19	126	126
Preselection Committee Results: District Teachers, Parents (One rubric per title)													
						31	28	20	14	17	12	122	122
						24	24	15	8	8	8	87	87
						39	40	35	32	40	32	218	218
						31	33	24	28	26	30	172	172
						23	27	21	21	24	32	125	125
						25	24	21	20	26	26	142	142
						23	22	20	11	17	10	103	103
						37	40	35	30	39	34	215	215

2023-2024 K-12 Social Studies

Preselection Committees: Grades K-5

Publisher Name	Product Title (Publisher's initials in parenthesis) Check all that apply.	1. Content	2. Presentation	3. Instructional Focus	4. Assessment	5. Teacher Support	6. Accessibility	Grand Total	Average of Grand Totals Highlighted cells move to the next round. District Coaches, etc: Top 3 Preselection Committee: Top 2
District Coaches, Specialists, Parents									
Gallopede International, Inc.	All K-5: Florida Kindergarten Social Studies: Living	24	24	21	21	24	24	138	149
Gallopede International, Inc.	All K-5: Florida Kindergarten Social Studies: Living	25	24	32	20	19	24	144	
Gallopede International, Inc.	All K-5: Florida Kindergarten Social Studies: Living	32	32	28	21	24	27	164	
McGraw Hill LLC	All K-5: Florida Social Studies, Living, Learning and	27	30	28	25	34	27	171	181
McGraw Hill LLC	All K-5: Florida Social Studies, Living, Learning and	32	32	28	27	32	28	179	
McGraw Hill LLC	All K-5: Florida Social Studies, Living, Learning and	34	33	30	27	35	34	193	
Nystrom Education	All K-5: Nystrom Young Citizens: Discover Florida,	28	24	19	20	21	21	133	169
Nystrom Education	All K-5: Nystrom Young Citizens: Discover Florida,	32	32	28	28	32	35	187	
Teachers Curriculum Institute	All K-5: Social Studies Alive! Me and My World (Fl	23	20	15	8	12	9	87	
Teachers Curriculum Institute	All K-5: Social Studies Alive! Me and My World (Fl	24	24	21	21	24	19	133	110
Preselection Committee Results: District Teachers, Parents (One rubric per title)									
Gallopede International, Inc.	All K-5: Florida Kindergarten Social Studies: Living	22	22	16	24	9	29	122	122
McGraw Hill LLC	All K-5: Florida Social Studies, Living, Learning and	40	40	35	32	39	28	214	214
Nystrom Education	All K-5: Nystrom Young Citizens: Discover Florida,	12	13	9	9	10	8	61	61

Points 214
①

Clay County District Schools Instructional Materials Adoption Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: K-5

Publisher: Mc Graw Hill Textbook/Program Title _____

Strengths: This curriculum provides higher order thinking. It has the B.E.S.T question stems throughout. This is easy to use and has great resources - a consumable is provided.

Weaknesses: The student glossary was not very comprehensive.

Comments: We appreciate that it has excellent real-world connections there are print and online forms available. This does a great job of providing small gaps for filling gaps. There are enrichment opportunities with the project/research based component.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: First choice #1

Explain your rating: This curriculum is easy to use and provides high rigor while allowing for differentiated instruction.

Online Evaluation Form Completed by: Jennifer Meadors

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Jennifer Meadors	PES	J. Meadors
Virginia Parsons	KHE	Virginia Parsons
Kimberly Folsom	MRIE	Kimberly Folsom

Date: 10/16/23

* If more space is needed, use the back of the form.

Points 122
(2)

Clay County District Schools Instructional Materials Adoption Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: Social Studies K-5

Publisher: Gallopade Curriculum Textbook/Program Title _____

Strengths: Consumable student textbook, Has some ELL components (read-aloud in Spanish/English and other languages), Has great text features (maps, graphics, charts).

Weaknesses: Teacher resources are limited and TE is a glorified answer key. All recall with very low levels of cognitive complexity. Tests were not easily printable/online resources were hard to navigate (not user friendly)

Comments: _____

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: #2

Explain your rating: Not Teacher/User friendly and has lower level cognitive complexity. It is a consumable to help students with annotation.

Online Evaluation Form Completed by: Kimberly Folsom Jennifer Mesadors

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Kimberly Folsom	MRE	<i>Kimberly Folsom</i>
Virginia Parsons	KHE	<i>Virginia Parsons</i>
Jennifer Mesadors	PES	<i>Jennifer Mesadors</i>

Date: 10-16-2023

* If more space is needed, use the back of the form.

Clay County District Schools Instructional Materials Adoption

Summary Recommendation Form

beal studios

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Nystrom Young Citizen Subject/Course: SS K-5

Publisher: _____ Textbook/Program Title Nystrom Young Citizen

Strengths: Good glossary, colorful pictures, graphics
Kids might enjoy

Weaknesses: hard back book, no teacher support, no
teacher book printed, not user friendly, online component is
very limited. No ELA crossover

Comments: This program does not have the rigor
or all the extra components that most cr. comes with

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: #3

Explain your rating: This textbook does not have a user friendly
online version and does not integrate B.E.S.T. question stems.

Online Evaluation Form Completed by: Jennifer Messlers

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Virginia Parsons	KHE	Virginia Parsons
Kimberly Folsom	MRE	Kimberly Folsom
Jennifer Messlers	PES	J. M. Messlers

Date: 10-16-2023

* If more space is needed, use the back of the form.

Clay County District Schools Instructional Materials Adoption

Summary Recommendation Form

1

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: Civics 6-8

Publisher: McGraw Hill Textbook/Program Title Civics, Florida Edition

Strengths: The TE has multiple courses standards for cross curricular needs. The T.E is very easy to understand. They offer videos on how to use online text. Primary & Secondary sources are well documented. Lots of scaffolding, remediation available.

Weaknesses: The material comes in English and Spanish.

Comments: I love this book! The materials are clean, clear. I like a resource that is easy to use. I also like level of reading. You can change the lexile level of the course material online.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: #1

Explain your rating: This offers the best textbook that is clear & concise. The online material is superior.

Online Evaluation Form Completed by: Barbara Mackenzie WJH.

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Barbara Mackenzie	WJH	Barbara L Mackenzie

Date: 10/16/2023

* If more space is needed, use the back of the form.

Points-172
②

Clay County District Schools Instructional Materials Adoption
Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: Social Studies / Civics ⁶⁻⁸

Publisher: Savvas Textbook/Program Title Florida Civics Interactive

Strengths: A variety of online components for students. The TE is broken down by standards. They have an EOC workbook.

Weaknesses: Not enough information available to determine scaffolding. No information on common errors or vids. Layout is a challenge.

Comments: I did not care for the physical feel of the book. It is very thin paper.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 2

Explain your rating: The material aligns with our standards, has an EOC workbook, but online component is overwhelming.

Online Evaluation Form Completed by: Barbara Mackenzie WJH

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Barbara Mackenzie	WJH	Barbara L Mackenzie

Date: 10/16/2023

* If more space is needed, use the back of the form.

Points - 122

3

Clay County District Schools Instructional Materials Adoption Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: Civics 6-8

Publisher: Cengage Textbook/Program Title National Geographic Civics & Citizenship

Strengths: Gorgeous book images are spectacular. ELA Standards are included. Has Project Based Learning ideas.

Weaknesses: Online tech is very hard to navigate. Test creation is hard. Could not find ancillary material other than workbook. No other languages found.

Comments: This was not a well done book. Images can be found anywhere. Content was not clear.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 3

Explain your rating: The book is gorgeous. Content is not as strong. Online was awful.

Online Evaluation Form Completed by: Barbara L Mackenzie WJH

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Barbara Mackenzie	WJH	Barbara L Mackenzie

Date: 10/16/2023

* If more space is needed, use the back of the form.

Points - 87
4

Clay County District Schools Instructional Materials Adoption Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: Civics 6-8

Publisher: Florida Transformative Education Textbook/Program Title: Gateway to American Civics and Government.

Strengths: It is aligned to standards, includes Florida Civics.

Weaknesses: No ancillary material. No online component.

Comments: Most Civics teachers don't care for this book.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 4

Explain your rating: The online component and lack of ancillary material as well as no ELL support weaken this.

Online Evaluation Form Completed by: Barbara L Mackenzie

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Barbara Mackenzie	WJH	Barbara L Mackenzie

Date: 10/16/2023

* If more space is needed, use the back of the form.

①

Points 215
①

Clay County District Schools Instructional Materials Adoption Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: History M/S
Publisher: McGraw Textbook/Program Title McGraw 1 grade

Strengths: Aligned with standards, primary resources and one unit which exceeds the standards. Very interpersonal, interdisciplinary in regards to the content and relatability.

Weaknesses: Need other languages such as Arabic, Haitian Creole

Comments: The textbook is amazing and teachers will love the informational content.

Committee Consensus:
OVERALL rating of this material compared to others reviewed for this course: _____
Explain your rating: I rate a 5

Online Evaluation Form Completed by: _____

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
<u>Sady Collins</u>		

Date: _____

* If more space is needed, use the back of the form.

2

Points 142
2

Clay County District Schools Instructional Materials Adoption Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: History

Publisher: National Geography Textbook/Program Title: 4th grade

Strengths: limited context but beautiful pictures. needed more prior knowledge and context of primary resources and essentials of subjects.

Weaknesses: No languages in Spanish, ELL, Arabic, Creole, Haitian, etc. Only Glossary - Spanish.

Comments: Beautifully put together but lacking content

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: _____

Explain your rating: _____

Online Evaluation Form Completed by: _____

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Judy Collins		

Date: _____

* If more space is needed, use the back of the form.

3

Points 125
3

Clay County District Schools Instructional Materials Adoption Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: History

Publisher: Sanva Textbook/Program Title _____

Strengths: Beautiful Presentations, good content, Interdisciplinary connection can add more content to show in the front of book, good specific tips + Love "Get Ready to Read" Practice vocab! Text to Speech tool! Great!

Weaknesses: To show more specific social groups (Content in front) Need more content

Comments: _____

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: _____

Explain your rating: _____

Online Evaluation Form Completed by: _____

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
<u>Judy Collins</u>		

Date: _____

* If more space is needed, use the back of the form.

4

Points 103

4

Clay County District Schools Instructional Materials Adoption Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Gateway to Early American History Subject/Course: History M/J
Publisher: _____ Textbook/Program Title: 7th grade

Strengths: It is aligned with the standards! There is a textbook to go with it -> McGraw-Hill. Has supplemental resources such as formative assessment in the curriculum to support student learning. Need MORE CONTENT!

Weaknesses: No extra tools for ELL Students, languages of Spanish, Haitian Creole, Arabic, etc.

Comments: Teachers Do Not Use this book! They hate it! Does not have much content usage for students and teachers.

Committee Consensus:
OVERALL rating of this material compared to others reviewed for this course: _____
Explain your rating: _____

Online Evaluation Form Completed by: _____

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Sudy Collins		

Date: _____

* If more space is needed, use the back of the form.

Total Points = 162

Clay County District Schools Instructional Materials Adoption

Summary Recommendation Form

1st

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: US History / 11th Grade

Publisher: McGraw Hill Textbook/Program Title United States History, Modern

Strengths: Easy to navigate, great resources for students, access to resources for accommodations. Aligns with standards.

Weaknesses: Resources for languages other than Spanish

Comments: Great textbook, seems easy for teachers and students to use.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 4/4

Explain your rating: Resources online are easier to use. I would definitely have this as the 1st choice. 1st choice

Online Evaluation Form Completed by: Julie McKee

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Julie McKee	MHS	<i>Julie McKee</i>

Date: _____

* If more space is needed, use the back of the form.

Total Points - 152
2nd

Clay County District Schools Instructional Materials Adoption
Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: US History 11th Grade

Publisher: Savvas Textbook/Program Title Florida US History Interactive

Strengths: Great resources aligned to standards

Weaknesses: Online ~~expensive~~ resources overwhelming

Comments: Great book, but it will take time to learn all the benefits of the resources.

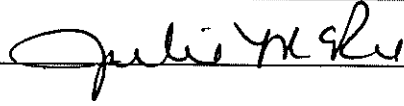
Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 3/4

Explain your rating: 3/4 of the textbooks. Online resources seem harder to use. I would place this the 3rd choice.

Online Evaluation Form Completed by: Julie McRee

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Julie McRee	MHS	

Date: _____

* If more space is needed, use the back of the form.

Total Points = 132

Clay County District Schools Instructional Materials Adoption
Summary Recommendation Form

3rd

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: US History 11th Grade
Florida Trans Formative

Publisher: Education Textbook/Program Title Gateway to U.S. History

Strengths: Aligns to standards. Provides suggestions for EOC questioning. The links of the textbook is great.

Weaknesses: No online resources or tools for ELL or Text-to-Speech.

Comments: This is a well liked textbook by teachers. Teachers supplement using reading like a historian, history labs, or other documents. Teachers also use google tools for ELL or Text-to-Speech.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 2/4

Explain your rating: This is a preferred textbook, but due to lack of online resources I'd rate this second of all versions. (But I prefer it)

Online Evaluation Form Completed by: Julie McKeel

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Julie McKeel	MHS	Julie McKeel

Date: _____

* If more space is needed, use the back of the form.

Total points = 129
4th

Clay County District Schools Instructional Materials Adoption
Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: Social Studies Subject/Course: US History 11th Grade

Publisher: Cengage Textbook/Program Title US History

Strengths: Visuals are wonderful in the student edition of the textbook. Aligns with standards.

Weaknesses: Online resources are difficult to navigate. Accommodation tools not easy to locate.

Comments: The textbook itself is great, but online resources took time to locate.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 4/4

Explain your rating: Due to online resources this would be the last choice.

Online Evaluation Form Completed by: Julie McKee

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Julie McKee	MHS	Julie McKee

Date: _____

* If more space is needed, use the back of the form.

Clay County District Schools
2022-2024 Grades K-5 Social Studies Textbook Evaluation Rubric

Grade Band/Content Area:

Publisher:

Copyright Date:

The purpose of this evaluation rubric is to fairly and objectively evaluate the materials provided by the publishers found on the State Adoption List. The materials should assist the teacher in planning for lessons that deliver the content in a variety of engaging and effective methods that meet the needs of all learners. The materials should also assess the student learning and be aligned to the benchmarks and standards assessed for each grade band or content area.

1= Does not meet the Standards
2= Somewhat meets the Standards
3= Meets the Standards
4= More than meets the Standards
5= Far exceeds the Standards

1. CONTENT	RATING	COMMENTS
1.1 Lessons are aligned to grade level Florida Social Studies Standards.	1 2 3 4 5	
1.2 The cognitive complexity of content matches the grade level standard and clarifications.	1 2 3 4 5	
1.3 The amount of content presented at one time, or the pace at which it is presented, allows students to perceive and understand it.	1 2 3 4 5	
1.4 There are multiple representations of social studies concepts, skills, and relationships (graphs, charts, maps, etc.).	1 2 3 4 5	
1.5 The content make connections to the student's real-world context in order to make it more meaningful.	1 2 3 4 5	
1.6 Interdisciplinary connections made within the content.	1 2 3 4 5	
1.7 The online technology component correlates to both content and standards.	1 2 3 4 5	
1.8 The sequence of learning is educationally sound, and developmentally appropriate.	1 2 3 4 5	
1.9 The portrayal of gender, ethnicity, age, work situations, cultural, religious, physical, and various social groups are fair and unbiased.	1 2 3 4 5	
Section Subtotal:		
2. PRESENTATION		
2.1 The order of the content (e.g. chapters/modules) is customizable by the district to align to the benchmarks.	1 2 3 4 5	
2.2 The components and materials available for the teacher are easy to use.	1 2 3 4 5	
2.3 Resources are complete enough to address the targeted learning outcomes without requiring the teacher to prepare additional materials.	1 2 3 4 5	
2.4 The text is supported by text features such as table of contents, index, goals/objectives, outlines, checklists, etc.	1 2 3 4 5	
2.5 Student resources are complete, labeled correctly and provide directions that are easily followed.	1 2 3 4 5	
2.6 Technology-rich resources do NOT rely on the purchase of additional software or materials.	1 2 3 4 5	
2.7 The materials (primary and ancillary) are integrated with one another.	1 2 3 4 5	

2.8 The materials will likely hold up for a 5-year adoption.	1	2	3	4	5	
Section Subtotal:						
3. INSTRUCTIONAL FOCUS (LEARNING)	RATE					COMMENTS
3.1 The materials specify and address prerequisite knowledge and/or skills necessary to the learning of the new concept.	1	2	3	4	5	
3.2 The activities, tasks or approaches within the lessons are challenging, thought-provoking and stimulates intellectual curiosity.	1	2	3	4	5	
3.3 The materials provide guidance and support to help students safely and successfully take ownership of their learning.	1	2	3	4	5	
3.4 Scaffolding resources are provided through organized routines, advanced organizers, prompts, step-by-step instructions, immediate and corrective feedback, and opportunities for discovery.	1	2	3	4	5	
3.5 The lessons include activities ranging from basic skills/concepts to applications (Cognitive Complexity/DOK).	1	2	3	4	5	
3.6 The teacher is alerted in the TE as to common mistakes, biases, and/or misconceptions.	1	2	3	4	5	
3.7 The readability level and vocabulary development is appropriate.	1	2	3	4	5	
Section Subtotal:						
4. ASSESSMENT	RATE					COMMENTS
4.1 The assessments are aligned to the state's standards, benchmarks, and clarifications for the subject, grade level and learning outcomes.	1	2	3	4	5	
4.2 The assessments are offered in Spanish and other languages (such as Haitian Creole).	1	2	3	4	5	
4.3 There is auditory support available, in English and Spanish, for those with a low reading level.	1	2	3	4	5	
4.4 There are a variety of assessments for each chapter or unit including: multiple choice and open response that assess the complexity of the benchmark.	1	2	3	4	5	
4.5 There are formative and summative assessments ranging from diagnostic to evaluative.	1	2	3	4	5	
4.6 There are electronic assessments aligned to standards, chapters, or units, that can be customized by the teacher including items from test banks.	1	2	3	4	5	
4.7 There are resources and guidelines for alternate assessments, answer guides, sample project guides, rubrics, etc., provided for teachers.	1	2	3	4	5	
Section Subtotal:						
5. TEACHER SUPPORT MATERIALS	RATE					COMMENTS
5.1 The teacher's edition (TE) is well organized, comprehensive, and easy to use.	1	2	3	4	5	
5.2 The teacher support materials provide background and content knowledge.	1	2	3	4	5	

5.3 The teacher's edition (TE) includes suggestions for demonstrating and/or modeling skills and concepts.	1	2	3	4	5	
5.4 There are prescriptive remediation materials provided that are aligned with the assessments and can be used to diagnose student achievement gaps.	1	2	3	4	5	
5.5 There are sample questions included to guide higher order thinking.	1	2	3	4	5	
5.6 The supplementary materials (manuals, workbooks, online resources, etc.) provide remediation and enrichment resources that align to lesson objectives.	1	2	3	4	5	
5.7 The teacher support materials provide a balance of online and print resources for scaffolding.	1	2	3	4	5	
5.8 The ancillary materials support lesson planning as well as whole and small group teaching and learning.	1	2	3	4	5	
Section Subtotal:						
6. ACCESSIBILITY FOR ELL AND SWD STUDENTS	RATE					COMMENTS
6.1 The text is offered in Spanish and other languages in print and online.	1	2	3	4	5	
6.2 The supplemental resources are offered in Spanish and other languages.	1	2	3	4	5	
6.3 There is a student glossary available in several languages.	1	2	3	4	5	
6.4 The supplemental materials identify essential points of instruction to support Social Studies comprehension for students with disabilities.	1	2	3	4	5	
6.5 The teacher resources provide scaffolding supports for ELL students.	1	2	3	4	5	
6.6 Text-to-speech tools are included or text can be selected and used with text-to-speech utilities.	1	2	3	4	5	
6.7 Assistive technology software can be run in the background for assignments and assessments (examples include magnification, text-to-speech software, text-to-American Sign Language software, text-to-Braille software, on screen keyboards, and speech-to-text computer control).	1	2	3	4	5	
6.8 All videos are captioned in English, Spanish, and other languages.	1	2	3	4	5	
Section Subtotal:						
CATEGORY TOTALS						
TOTALS						
1. CONTENT						
2. PRESENTATION						
3. INSTRUCTIONAL FOCUS (LEARNING)						
4. ASSESSMENT						
5. TEACHER SUPPORT MATERIALS						
6. ACCESSIBILITY FOR ELL AND SWD STUDENTS						
TOTAL SCORE						

Clay County District Schools
2022-2024 Grades 6-8 Social Studies Textbook Evaluation Rubric

Grade Band/Content Area:

Publisher:

Copyright Date:

The purpose of this evaluation rubric is to fairly and objectively evaluate the materials provided by the publishers found on the State Adoption List. The materials should assist the teacher in planning for lessons that deliver the content in a variety of engaging and effective methods that meet the needs of all learners. The materials should also assess the student learning and be aligned to the benchmarks and standards assessed for each grade band or content area.

1= Does not meet the Standards
2= Somewhat meets the Standards
3= Meets the Standards
4= More than meets the Standards
5= Far exceeds the Standards

1. CONTENT	RATING	COMMENTS
1.1 Lessons are aligned to grade level Florida Social Studies Standards.	1 2 3 4 5	
1.2 The cognitive complexity of content matches the grade level standard and clarifications.	1 2 3 4 5	
1.3 The amount of content presented at one time, or the pace at which it is presented, allows students to perceive and understand it.	1 2 3 4 5	
1.4 There are multiple representations of social studies concepts, skills, and relationships (graphs, charts, maps, etc.).	1 2 3 4 5	
1.5 The content make connections to the student's real-world context in order to make it more meaningful.	1 2 3 4 5	
1.6 Interdisciplinary connections made within the content.	1 2 3 4 5	
1.7 The online technology component correlates to both content and standards.	1 2 3 4 5	
1.8 The sequence of learning is educationally sound, and developmentally appropriate.	1 2 3 4 5	
1.9 The portrayal of gender, ethnicity, age, work situations, cultural, religious, physical, and various social groups are fair and unbiased.	1 2 3 4 5	
Section Subtotal:		
	RATE	COMMENTS
2. PRESENTATION		
2.1 The order of the content (e.g. chapters/modules) is customizable by the district to align to the benchmarks.	1 2 3 4 5	
2.2 The components and materials available for the teacher are easy to use.	1 2 3 4 5	
2.3 Resources are complete enough to address the targeted learning outcomes without requiring the teacher to prepare additional materials.	1 2 3 4 5	
2.4 The text is supported by text features such as table of contents, index, goals/objectives, outlines, checklists, etc.	1 2 3 4 5	
2.5 Student resources are complete, labeled correctly and provide directions that are easily followed.	1 2 3 4 5	
2.6 Technology-rich resources do NOT rely on the purchase of additional software or materials.	1 2 3 4 5	
2.7 The materials (primary and ancillary) are integrated with one another.	1 2 3 4 5	

2.8 The materials will likely hold up for a 5-year adoption.	1	2	3	4	5	
Section Subtotal:						
3. INSTRUCTIONAL FOCUS (LEARNING)	RATE					COMMENTS
3.1 The materials specify and address prerequisite knowledge and/or skills necessary to the learning of the new concept	1	2	3	4	5	
3.2 The activities, tasks or approaches within the lessons are challenging, thought-provoking and stimulates intellectual curiosity.	1	2	3	4	5	
3.3 The materials provide guidance and support to help students safely and successfully take ownership of their learning.	1	2	3	4	5	
3.4 Scaffolding resources are provided through organized routines, advanced organizers, prompts, step-by-step instructions, immediate and corrective feedback, and opportunities for discovery.	1	2	3	4	5	
3.5 The lessons include activities ranging from basic skills/concepts to applications (Cognitive Complexity/DOK).	1	2	3	4	5	
3.6 The teacher is alerted in the TE as to common mistakes, biases, and/or misconceptions.	1	2	3	4	5	
3.7 The readability level and vocabulary development is appropriate.	1	2	3	4	5	
Section Subtotal:						
4. ASSESSMENT	RATE					COMMENTS
4.1 The assessments are aligned to the state's standards, benchmarks, and clarifications for the subject, grade level and learning outcomes.	1	2	3	4	5	
4.2 The assessments are offered in Spanish and other languages (such as Haitian Creole).	1	2	3	4	5	
4.3 There is auditory support available, in English and Spanish, for those with a low reading level.	1	2	3	4	5	
4.4 There are a variety of assessments for each chapter or unit including: multiple choice and open response that assess the complexity of the benchmark.	1	2	3	4	5	
4.5 There are formative and summative assessments ranging from diagnostic to evaluative.	1	2	3	4	5	
4.6 There are electronic assessments aligned to standards, chapters, or units, that can be customized by the teacher including items from test banks.	1	2	3	4	5	
4.7 There are resources and guidelines for alternate assessments, answer guides, sample project guides, rubrics, etc., provided for teachers.	1	2	3	4	5	
Section Subtotal:						
5. TEACHER SUPPORT MATERIALS	RATE					COMMENTS
5.1 The teacher's edition (TE) is well organized, comprehensive, and easy to use.	1	2	3	4	5	
5.2 The teacher support materials provide background and content knowledge.	1	2	3	4	5	

5.3 The teacher's edition (TE) includes suggestions for demonstrating and/or modeling skills and concepts.	1	2	3	4	5	
5.4 There are prescriptive remediation materials provided that are aligned with the assessments and can be used to diagnose student achievement gaps.	1	2	3	4	5	
5.5 There are sample questions included to guide higher order thinking.	1	2	3	4	5	
5.6 The supplementary materials (manuals, workbooks, online resources, etc.) provide remediation and enrichment resources that align to lesson objectives.	1	2	3	4	5	
5.7 The teacher support materials provide a balance of online and print resources for scaffolding.	1	2	3	4	5	
5.8 The ancillary materials support lesson planning as well as whole and small group teaching and learning.	1	2	3	4	5	
Section Subtotal:						
6. ACCESSIBILITY FOR ELL AND SWD STUDENTS	RATE					COMMENTS
6.1 The text is offered in Spanish and other languages in print and online.	1	2	3	4	5	
6.2 The supplemental resources are offered in Spanish and other languages.	1	2	3	4	5	
6.3 There is a student glossary available in several languages.	1	2	3	4	5	
6.4 The supplemental materials identify essential points of instruction to support Social Studies comprehension for students with disabilities.	1	2	3	4	5	
6.5 The teacher resources provide scaffolding supports for ELL students.	1	2	3	4	5	
6.6 Text-to-speech tools are included or text can be selected and used with text-to-speech utilities.	1	2	3	4	5	
6.7 Assistive technology software can be run in the background for assignments and assessments (examples include magnification, text-to-speech software, text-to-American Sign Language software, text-to-Braille software, on screen keyboards, and speech-to-text computer control).	1	2	3	4	5	
6.8 All videos are captioned in English, Spanish, and other languages.	1	2	3	4	5	
Section Subtotal:						
CATEGORY TOTALS						
TOTALS						
1. CONTENT						
2. PRESENTATION						
3. INSTRUCTIONAL FOCUS (LEARNING)						
4. ASSESSMENT						
5. TEACHER SUPPORT MATERIALS						
6. ACCESSIBILITY FOR ELL AND SWD STUDENTS						
TOTAL SCORE						

Clay County District Schools
2022-2024 Grades 9-12 Social Studies Textbook Evaluation Rubric

Grade Band/Content Area:

Publisher:

Copyright Date:

The purpose of this evaluation rubric is to fairly and objectively evaluate the materials provided by the publishers found on the State Adoption List. The materials should assist the teacher in planning for lessons that deliver the content in a variety of engaging and effective methods that meet the needs of all learners. The materials should also assess the student learning and be aligned to the benchmarks and standards assessed for each grade band or content area.

1. CONTENT	RATING					COMMENTS
	1= Does not meet the Standards	2= Somewhat meets the Standards	3= Meets the Standards	4= More than meets the Standards	5= Far exceeds the Standards	
1.1 Lessons are aligned to grade level Florida Social Studies Standards.	1	2	3	4	5	
1.2 The cognitive complexity of content matches the grade level standard and clarifications.	1	2	3	4	5	
1.3 The amount of content presented at one time, or the pace at which it is presented, allows students to perceive and understand it.	1	2	3	4	5	
1.4 There are multiple representations of social studies concepts, skills, and relationships (graphs, charts, maps, etc.).	1	2	3	4	5	
1.5 The content make connections to the student's real-world context in order to make it more meaningful.	1	2	3	4	5	
1.6 Interdisciplinary connections made within the content.	1	2	3	4	5	
1.7 The online technology component correlates to both content and standards.	1	2	3	4	5	
1.8 The sequence of learning is educationally sound, and developmentally appropriate.	1	2	3	4	5	
1.9 The portrayal of gender, ethnicity, age, work situations, cultural, religious, physical, and various social groups are fair and unbiased.	1	2	3	4	5	
Section Subtotal:						
2. PRESENTATION	RATE					COMMENTS
	1	2	3	4	5	
2.1 The order of the content (e.g. chapters/modules) is customizable by the district to align to the benchmarks.	1	2	3	4	5	
2.2 The components and materials available for the teacher are easy to use.	1	2	3	4	5	
2.3 Resources are complete enough to address the targeted learning outcomes without requiring the teacher to prepare additional materials.	1	2	3	4	5	
2.4 The text is supported by text features such as table of contents, index, goals/objectives, outlines, checklists, etc.	1	2	3	4	5	
2.5 Student resources are complete, labeled correctly and provide directions that are easily followed.	1	2	3	4	5	
2.6 Technology-rich resources do NOT rely on the purchase of additional software or materials.	1	2	3	4	5	
2.7 The materials (primary and ancillary) are integrated with one another.	1	2	3	4	5	

2.8 The materials will likely hold up for a 5-year adoption.	1	2	3	4	5	
Section Subtotal:						
3. INSTRUCTIONAL FOCUS (LEARNING)	RATE					COMMENTS
3.1 The materials specify and address prerequisite knowledge and/or skills necessary to the learning of the new concept.	1	2	3	4	5	
3.2 The activities, tasks or approaches within the lessons are challenging, thought-provoking and stimulates intellectual curiosity.	1	2	3	4	5	
3.3 The materials provide guidance and support to help students safely and successfully take ownership of their learning.	1	2	3	4	5	
3.4 Scaffolding resources are provided through organized routines, advanced organizers, prompts, step-by-step instructions, immediate and corrective feedback, and opportunities for discovery.	1	2	3	4	5	
3.5 The lessons include activities ranging from basic skills/concepts to applications (Cognitive Complexity/DOK).	1	2	3	4	5	
3.6 The teacher is alerted in the TE as to common mistakes, biases, and/or misconceptions.	1	2	3	4	5	
3.7 The readability level and vocabulary development is appropriate.	1	2	3	4	5	
Section Subtotal:						
4. ASSESSMENT	RATE					COMMENTS
4.1 The assessments are aligned to the state's standards, benchmarks, and clarifications for the subject, grade level and learning outcomes.	1	2	3	4	5	
4.2 The assessments are offered in Spanish and other languages (such as Haitian Creole).	1	2	3	4	5	
4.3 There is auditory support available, in English and Spanish, for those with a low reading level.	1	2	3	4	5	
4.4 There are a variety of assessments for each chapter or unit including: multiple choice and open response that assess the complexity of the benchmark.	1	2	3	4	5	
4.5 There are formative and summative assessments ranging from diagnostic to evaluative.	1	2	3	4	5	
4.6 There are electronic assessments aligned to standards, chapters, or units, that can be customized by the teacher including items from test banks.	1	2	3	4	5	
4.7 There are resources and guidelines for alternate assessments, answer guides, sample project guides, rubrics, etc., provided for teachers.	1	2	3	4	5	
Section Subtotal:						
5. TEACHER SUPPORT MATERIALS	RATE					COMMENTS
5.1 The teacher's edition (TE) is well organized, comprehensive, and easy to use.	1	2	3	4	5	
5.2 The teacher support materials provide background and content knowledge.	1	2	3	4	5	

5.3 The teacher's edition (TE) includes suggestions for demonstrating and/or modeling skills and concepts.	1	2	3	4	5	
5.4 There are prescriptive remediation materials provided that are aligned with the assessments and can be used to diagnose student achievement gaps.	1	2	3	4	5	
5.5 There are sample questions included to guide higher order thinking.	1	2	3	4	5	
5.6 The supplementary materials (manuals, workbooks, online resources, etc.) provide remediation and enrichment resources that align to lesson objectives.	1	2	3	4	5	
5.7 The teacher support materials provide a balance of online and print resources for scaffolding.	1	2	3	4	5	
5.8 The ancillary materials support lesson planning as well as whole and small group teaching and learning.	1	2	3	4	5	
Section Subtotal:						
6. ACCESSIBILITY FOR ELL AND SWD STUDENTS	RATE					COMMENTS
6.1 The text is offered in Spanish and other languages in print and online.	1	2	3	4	5	
6.2 The supplemental resources are offered in Spanish and other languages.	1	2	3	4	5	
6.3 There is a student glossary available in several languages.	1	2	3	4	5	
6.4 The supplemental materials identify essential points of instruction to support Social Studies comprehension for students with disabilities.	1	2	3	4	5	
6.5 The teacher resources provide scaffolding supports for ELL students.	1	2	3	4	5	
6.6 Text-to-speech tools are included or text can be selected and used with text-to-speech utilities.	1	2	3	4	5	
6.7 Assistive technology software can be run in the background for assignments and assessments (examples include magnification, text-to-speech software, text-to-American Sign Language software, text-to-Braille software, on screen keyboards, and speech-to-text computer control).	1	2	3	4	5	
6.8 All videos are captioned in English, Spanish, and other languages.	1	2	3	4	5	
Section Subtotal:						
CATEGORY TOTALS						
1. CONTENT						TOTALS
2. PRESENTATION						
3. INSTRUCTIONAL FOCUS (LEARNING)						
4. ASSESSMENT						
5. TEACHER SUPPORT MATERIALS						
6. ACCESSIBILITY FOR ELL AND SWD STUDENTS						
TOTAL SCORE						



2023-2024 K-12 Science Adoption

Packet Contents

- 1. 2023-2024 K-12 Science Timeline**
- 2. District Adoption Committee Results and Recommendations to the Board**
- 3. Teacher Feedback Summary**
- 4. Detailed Teacher Feedback Rubrics**
- 5. Preselection Committee Results**
- 6. Detailed Preselection Committee**
- 7. Preselection Committee Summary of Recommendation Forms**
- 8. Evaluation Rubric**

2023-2024 K-12 Science Adoption Timeline

CCDS K-12 Science Adoption Process Checklist				
Step	Date Expected	Responsible Person(s)	NOTES	Date Completed
Follow FLDOE adoption cycle >Review FLDOE Course Call for Next Year	May	Supervisor		N/A
Contact principals for representatives for each grade band, grade level, and subject area to serve on the Preselection Committees	Fall	Curriculum Specialists		11/2023
Meet with Curriculum Specialists to create a plan for the adoption	June/July	Supervisor		05/04/2023
Create Rubric for the review process	August	Curriculum Specialists		10/2023
Set up face-to-face Preselection Committee Date(s)	January Inservice/Plannin g Day	Specialists Supervisor		N/A
Updates to the adoption are placed on the IR Website	As needed	Supervisor	Ongoing	N/A
Build and manage adoption in Google Classroom	Fall	Supervisor/IR Specialist		N/A
Send out Course Call to Publishers and request IT survey be completed by publishers.	August/Septemb er	Supervisor/IR Specialist		10/2023
Round 1 Elimination: IT reviews survey responses. Eliminate unacceptable technology systems.	September/Octo ber	Supervisor/IR Specialist		10/2023
Request copies from publishers: both physical and online access of materials (Include teacher reviewer and public reviewer).	September/Octo ber	Supervisor/IR Specialist		10/2023
Round 2 Elimination: Curriculum Specialists review materials to eliminate those that do not meet the district requirements.	October/Novemb er	Curriculum Specialists		11/2023
Create Preselection Committee Review Teams	October/Novemb er	Curriculum Specialists	Specialists create an application that is sent through the SWB.	11/2023
Round 3 Elimination: Preselection Committees review materials, complete rubrics, narrow down to top 2	January	Curriculum Specialists/IR Supervisor	Inservice/Planning Day	01/04/2024
Round 4 Elimination: Preselection Committee top 2 choices are sent to teachers (same grade level/subject area) for review and rating of choices	January	Supervisor/IR Specialist	Send out links to materials and committee results as soon as possible after the Preselection Committee meeting.	Sent 01/16/2024 Due 02/13/2024
Round 5 Elimination: Teacher recommendations are sent to the District Selection Committee for review and preparation of final selection to the Superintendent.	February	Supervisor/IR Specialist/Curriculu m Specialists		02/22/2024
Permission to Publish: Top Choice is sent to the Superintendent and the Board for public review and comments. Must be 30 (20 working days) days from date of publication to hearing.	At least 30 days before Board vote	Supervisor		February 1 Board Meeting
Send advertisement to Clay Today	At least 30 days before Board vote	IR Assistant/Supervis or		February 8, 2024 run date
Final selection presented to the Board for public comment and the Board's vote.	Preferably in March	Supervisor		April
Must allow 30 days for comments before the selection is final		IR Specialist		May
Purchase as necessary	April/May	Supervisor		May/June

2023-2024 K-12 Science Adoption District Adoption Committee Results

*On February 22, 2024, the District Adoption Committee voted unanimously to accept the recommendation of Clay County teachers. We now present the final recommendations to the Board.

2023-2024 K-12 Science Adoption District Committee Recommendation				
Course Number	Grade Level	Course Name	First Choice	Second Choice
5020010	K	Science - Grade K	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020020	1	Science - Grade 1	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020030	2	Science - Grade 2	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020040	3	Science - Grade 3	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020050	4	Science - Grade 4	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020060	5	Science - Grade 5	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
2002040	6	M/J Comprehensive Science 1	Savvas Florida Science Explorations ©2025, Comprehensive 1-3	Discovery Education Science Techbook for Florida
2002070	7	M/J Comprehensive Science 2	Savvas Florida Science Explorations ©2025, Comprehensive 1-3	Discovery Education Science Techbook for Florida
2002100	8	M/J Comprehensive Science 3	Savvas Florida Science Explorations ©2025, Comprehensive 1-3	Discovery Education Science Techbook for Florida
2000350	9-12	Anatomy and Physiology	McGraw Hill Florida Hole's Essentials of Human Anatomy and Physiology	Cengage/Nat Geo Body Structures and Functions - Anatomy and Physiology
2001350	9-12	Astronomy Solar/Galactic	Cengage/Nat Geo Foundations of Astronomy	
2000310 2000320	9-12	Biology 1	Savvas Florida Miller & Levine Experience Biology	National Geographic Biology, Florida Edition
2003340 2003350	9-12	Chemistry 1	McGraw Hill Florida Chemistry	Savvas Florida Experience Chemistry
2001340	9-12	Environmental Science	Savvas Florida Environmental Science, Your World Your Turn	Cengage/National Geographic Environmental Science Sustaining Your World, Florida Edition
2002480	9-12	Forensic Science 1	Cengage/Nat Geo Forensic Science: Fundamentals & Investigations	
2002500 2002510	9-12	Marine Science 1	McGraw Hill Florida Marine Science	Cengage/Nat Geo National Geographic Oceanography: An Invitation to Marine Science
2003310 2003320	9-12	Physical Science	McGraw Hill Florida Physical Science	
2003380 2003390	9-12	Physics 1	McGraw Hill Florida Physics	Savvas Florida Experience Physics

2023-2024 K-12 Science Adoption Teacher Feedback Results

*Teachers were asked to rank the titles as first or second choice. See the following pages for teacher comments.

2023-2024 K-12 Science Adoption Teacher Feedback Results				
Course Number	Grade Level	Course Name	First Choice	Second Choice
5020010	K	Science - Grade K	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020020	1	Science - Grade 1	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020030	2	Science - Grade 2	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020040	3	Science - Grade 3	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020050	4	Science - Grade 4	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020060	5	Science - Grade 5	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
2002040	6	M/J Comprehensive Science 1	Savvas Florida Science Explorations ©2025, Comprehensive 1-3	Discovery Education Science Techbook for Florida
2002070	7	M/J Comprehensive Science 2	Savvas Florida Science Explorations ©2025, Comprehensive 1-3	Discovery Education Science Techbook for Florida
2002100	8	M/J Comprehensive Science 3	Savvas Florida Science Explorations ©2025, Comprehensive 1-3	Discovery Education Science Techbook for Florida
2000350	9-12	Anatomy and Physiology	McGraw Hill Florida Hole's Essentials of Human Anatomy and Physiology	Cengage/Nat Geo Body Structures and Functions - Anatomy and Physiology
2001350	9-12	Astronomy Solar/Galactic	Cengage/Nat Geo Foundations of Astronomy	
2000310 2000320	9-12	Biology 1	Savvas Florida Miller & Levine Experience Biology	National Geographic Biology, Florida Edition
2003340 2003350	9-12	Chemistry 1	McGraw Hill Florida Chemistry	Savvas Florida Experience Chemistry
2001340	9-12	Environmental Science	Savvas Florida Environmental Science, Your World Your Turn	Cengage/National Geographic Environmental Science Sustaining Your World, Florida Edition
2002480	9-12	Forensic Science 1	Cengage/Nat Geo Forensic Science: Fundamentals & Investigations	
2002500 2002510	9-12	Marine Science 1	McGraw Hill Florida Marine Science	Cengage/Nat Geo National Geographic Oceanography: An Invitation to Marine Science
2003310 2003320	9-12	Physical Science	McGraw Hill Florida Physical Science	
2003380 2003390	9-12	Physics 1	McGraw Hill Florida Physics	Savvas Florida Experience Physics

Total Selecting as First Choice	85.5%/148	14.5%/25	
Which course do you currently teach?	Rank McGraw Hill Education's Florida Science Grade K-5 according to your preference.	Rank Savvas Learning Company's Florida Science Explorations, Grade K-5 according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Science Grade 1	Second Choice	First Choice	I like the way Savvas is set up
Science Grade 1	First Choice	Second Choice	Partnership with kahoot for McGraw will help students practice the standards in an engaging way.
Science Grade 1	Second Choice	First Choice	better inquiry lessons
Science Grade 1	First Choice	Second Choice	McGraw Hill is aligned to the standards, materials are easy to use, student resources are complete, the sequence of learning matches the standards and the order of content can be customized.
Science Grade 1	First Choice	Second Choice	Familiarity with McGraw Hill and dislike of Savvas scope and sequence
Science Grade 1	First Choice	Second Choice	
Science Grade 1	First Choice	Second Choice	I chose McGraw Hill Education because it scored six 5's on the evaluation and four 4's which is the highest score out of any of the curriculums available.
Science Grade 1	First Choice	Second Choice	User friendly, easy to navigate. Looks more engaging for students. Great resources. Disappointed with the Savvas Reading Curriculum.
Science Grade 1	First Choice	Second Choice	The exciting opportunities to do science with the McGraw Hill program.
Science Grade 1	First Choice	Second Choice	McGraw is best aligned to our standards.
Science Grade 1	Second Choice	First Choice	Savvas is our reading curriculum and I love it. I'm thinking Savvas Science should be an amazing curriculum for science as well.
Science Grade 1	First Choice	Second Choice	McGraw Hill seems to make better curriculum.
Science Grade 1	First Choice	Second Choice	Ease of access and movement. Clear instructions, One focus/concept
Science Grade 1	First Choice	Second Choice	I feel it may be a better resource than the other one.
Science Grade 1	First Choice	Second Choice	Looks like better curriculum.
Science Grade 1	First Choice	Second Choice	A lot of the category scores were higher for McGraw than Savvas. Those categories are essential for science to be as successful as possible in a classroom. Specifically speaking, the sequencing is sound, it's developmentally appropriate, an easy use for teachers, and the content is engaging with hands on activities. I also watched a "box opening" of the materials on Youtube. Although it was for second grade (I teach first) the text seemed appropriate and most students should be able to either read or follow along as we read. I watched a video of how the earth changes over time and it was interesting so I know that the students will be active listeners during the videos they provide.
Science Grade 1	First Choice	Second Choice	Bad past experiences with any and all Savvas programs.
Science Grade 1	Second Choice	First Choice	The TE was easier to navigate and there were slides for the lessons.
Science Grade 1	First Choice	Second Choice	Based on the committee spreadsheet, McGraw Hill better aligns with the standards
Science Grade 1	Second Choice	First Choice	I feel like the students will be more engaged with the Savvas Learning. The video clips are nice and the assessments the students can take are a nice resource for the teacher. I would love to have seen the books in person. We do not use the online portion as much in first grade so seeing the book would help me make a more informed decision. That being said I do like all the different aspects each online platform offers. But for me I believe the Savvas Science book would be a better fit for my future first graders.
Science Grade 1	First Choice	Second Choice	I don't care for SAVVAS...not a fan of it for Reading as we have Phonics for Reading...I realize this science but I don't particularly care for this publishing company.

Total Selecting as First Choice	85.5%/148	14.5%/25	
Which course do you currently teach?	Rank McGraw Hill Education's Florida Science Grade K-5 according to your preference.	Rank Savvas Learning Company's Florida Science Explorations, Grade K-5 according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Science Grade 1	Second Choice	First Choice	We are already using SAVVAS and I like the online part.
Science Grade 1	First Choice	Second Choice	My first choice was made by McGraw-Hill
Science Grade 1	First Choice	Second Choice	
Science Grade 1	First Choice	Second Choice	The hands on doing science instead listening to science and seems to have a more 1st grade friendly vocabulary where students can continue to practice using their independent reading skills.
Science Grade 1	First Choice	Second Choice	Savvas is too unorganized
Science Grade 1	First Choice	Second Choice	Can use the textbook, online view, and online interactive lessons. Interactive lessons are very engaging and my class really responds to them.
Science Grade 1	First Choice	Second Choice	Best aligned to our standards and organized book
Science Grade 1	First Choice	Second Choice	McGraw Hill's science website was more user friendly. I was able to easily see the student's book to display for my class. I also like the embedded videos that coincide with the lessons.
Science Grade 1	First Choice	Second Choice	McGraw hill seemed to be set up best and flowed well.
Science Grade 1	Second Choice	First Choice	Savvas is a great reading curriculum. I'm sure the science is just as good.
Science Grade 1	First Choice	Second Choice	I have found that Savvas often does not utilize younger student friendly terminology whereas McGraw Hill accounts for the grade level when developing their curriculum
Science Grade 1	First Choice	Second Choice	Having worked with Savvas curriculum in reading, I would like to lean toward McGraw.
Science Grade 1	First Choice	Second Choice	Savvas Reading is not the best, so I don't trust that their science program will be any better
Science Grade 2	First Choice	Second Choice	Because Savvas did not let me in to view their product. User friendly is not their strength. Although I was excited to see what they have to offer being we are Savvas users for Language Arts.
Science Grade 2	First Choice	Second Choice	SAVVAS has been a nightmare in language arts and the platform is not user friendly.
Science Grade 2	Second Choice	First Choice	Overall, it just seems more student and teacher friendly. The online portion seems to be organized a bit better and I really like the "Lesson at a Glance" section. Also, there were options for paper resources so not everything has to be online. At least they were easier to find.
Science Grade 2	First Choice	Second Choice	I do not want something with random vocabulary
Science Grade 2	First Choice	Second Choice	N / A
Science Grade 2	First Choice	Second Choice	SAVVAS not user friendly and would not open
Science Grade 2	First Choice	Second Choice	More interactive
Science Grade 2	Second Choice	First Choice	Our current Science curriculum is lacking. I feel like SAVVAS will be more in depth like the ELA
Science Grade 2	First Choice	Second Choice	My ranking was based on the ratings of the committee. In every area where they were not equal, McGraw out ranked Savvas. Also, in the comments, Savvas was noted as not showing much diversity in their photographs. Representation is very important to me and my students.
Science Grade 2	First Choice	Second Choice	I concur with the committee's perspective as outlined in the Rubric Comments and Result spreadsheet.

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Science Grade 2	Second Choice	First Choice	Savvas is user friendly. It provides a editable presentation so I'm not having to recreate the wheel. I feel like it is more on independent reading level. The lessons are broken down in smaller chunks and more engaging. The lessons are low prep. The student book has a reading check throughout the lesson to make sure students are full understanding the topic before moving on. McGraw hill is seems over their head and require a lot of teacher prep. The content expects students to know a lot of academic vocabulary the first week of school.
Science Grade 2	Second Choice	First Choice	The readability and interest level for Savvas looked better for younger students. McGraw Hill looked very complex and inaccessible for students.
Science Grade 2	Second Choice	First Choice	I have multi-grade levels. My students also learn best with more hands on learning.
Science Grade 2	First Choice	Second Choice	It does a better job meeting the needs of my students.
Science Grade 2	First Choice	Second Choice	I like that McGraw Hill Science is student friendly, well organized, and has a digital component.
Science Grade 2	Second Choice	First Choice	The familiarity with the SAVVAS website and the extra resources available online for that curriculum.
Science Grade 2	First Choice	Second Choice	McGraw Hill has
Science Grade 2	First Choice	Second Choice	1st choice: The website was easy to navigate for younger students and me. It was interactive, had STEAM stations, videos to appeal to younger students, ESOL adaptations, and I loved the KAHOOT connection. 2nd choice: The website was a bit confusing for me and younger students would struggle with it being a bit too much. It had great assessment style questions.
Science Grade 2	First Choice	Second Choice	Appropriate vocabulary and concepts that align with our Florida standards in an age appropriate structure and format.
Science Grade 2	First Choice	Second Choice	I feel that the McGraw Hill curriculum is age appropriate for elementary students. The standards aligned nicely to our BEST Standards and I liked the vocabulary portion of the lessons that included interactive word wall, guided writing, and notebooking.
Science Grade 2	First Choice	Second Choice	There wasn't a huge standout difference. However, I liked the accessibility of the MH book online. It was easy to navigate with videos embedded. A lot of diversity and Florida information to make it all relatable
Science Grade 2	First Choice	Second Choice	It was nice to have access to the ELL Science textbook version online. Also there was a link to Kahoot which students love to play. I looked for the FL Science Standards along with the vocabulary in each chapter. There were areas to have an interactive word wall, STEAM experiments, and assessments.
Science Grade 2	First Choice	Second Choice	Much easier to navigate
Science Grade 2	First Choice	Second Choice	McGraw Hill has been providing a decent curriculum for many years. They are well documented and vetted.
Science Grade 3	First Choice	Second Choice	I've had more experience with HMH and I like their text & online learning tools.
Science Grade 3	Second Choice	First Choice	I like that there are fewer units and that some topics are separated (plants & animals)
Science Grade 3	First Choice	Second Choice	My first choice has the online resources that I prefer along with the assessments that I feel align better with what I teach.

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Which course do you currently teach?	Rank McGraw Hill Education's Florida Science Grade K-5 according to your preference.	Rank Savvas Learning Company's Florida Science Explorations, Grade K-5 according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Science Grade 3	First Choice	Second Choice	I like how McGraw Hill is not overloaded with information on each page, making it easy to read. It is also organized with many text features that also make it easy to follow and learn. It is very colorful for student enjoyment. Finally, I like the quick check question and discussion at the end of the lesson.
Science Grade 3	First Choice	Second Choice	I like the student books, and the lessons seem more interesting. It also felt more on grade level than SAVVAS.
Science Grade 3	First Choice	Second Choice	McGraw Hill received my first choice because it appears to be definitely more student user friendly and I love the components of this curriculum. I also love the LearnSmart and Kahoot options with this program. My question would be are we for SURE going to get all of the components that are listed in the sample? We did not for the Eureka curriculum we adopted last year, which was a disappointment. I chose the SAAVAS curriculum second because it was difficult to navigate to see all of the components. A few of the links I clicked on told me that the page was missing? I did like the lesson at a glance with the breakdown of the lessons and the time that each part would take, though. I also liked the number of options with SAVVAS, although I feel like it might be overwhelming.
Science Grade 3	First Choice	Second Choice	McGraw Hill lessons are better aligned to the Florida standards, and they are better organized in general.
Science Grade 3	Second Choice	First Choice	If we use Savvas for ELA, why not give the students something they may be familiar with?
Science Grade 3	First Choice	Second Choice	McGraw Hill is reading focused and student friendly. I like the option of online field trips and interactive activities.
Science Grade 3	First Choice	Second Choice	McGraw Hill is more student/teacher friendly. It is well aligned with the science standards.
Science Grade 3	First Choice	Second Choice	The best aligned to our standards of the 3 choices The clearest, most organized TE and student books Student book is the most logically set up of the 3 choices - text is organized well with headings and subheadings, etc. Has pages for doing an interactive notebook (looks like these would need to be printed from the online portal?) - the curriculum is not dependent on the interactive notebook though, the student text is pretty thorough even if you choose not to do the IN TE page numbers correspond to student edition and is well laid out Vocab. words are good and align fairly well to standards Lesson reviews and chapter wrap-ups in student book are great (5 questions each)- could be used as formative assessment Online student e-book has option to change the lexile level Cross-curricular support - it has a good amount of appropriately leveled text (ELA), and there is good representation of data in the form of tables, graphs, etc. (math) There is a lot of representation of different STEM careers and how science concepts relate to the real world (including highlighting careers that are not typically thought of as a science career, such as cosmetologist) Individual scientists in different fields are highlighted and their contributions to science discussed Assessments are editable - there is a question bank, or an option to add custom questions
Science Grade 3	First Choice	Second Choice	I like that there are a lot of resources for this choice.
Science Grade 3	First Choice	Second Choice	Like the way the curriculum looked.

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Science Grade 3	First Choice	Second Choice	Gave little hope in Savvas doing Science better than Reading. We need clear and concise instruction of the standards. McGraw Hill is my top choice.
Science Grade 3	First Choice	Second Choice	Having taught Savvas Reading, I cannot, in good faith, put my vote toward anything Savvas-related.
Science Grade 3	First Choice	Second Choice	.
Science Grade 3	First Choice	Second Choice	N/A
Science Grade 3	First Choice	Second Choice	More user friendly
Science Grade 3	First Choice	Second Choice	My experience with SAVVAS for ELA has not been good! That definitely impacted my decision!
Science Grade 3	First Choice	Second Choice	My first choice was made for McGraw Hill because I liked the lay out for the 5 day lesson plan. I also liked how each lesson had a great lesson review at the end, included in the student book.
Science Grade 3	First Choice	Second Choice	It seems to go with our standards and looks like the kids might like it
Science Grade 3	First Choice	Second Choice	seems more user friendly
Science Grade 3	First Choice	Second Choice	McGraw Hill Education put things in order and the online platform was more user friendly than Savvas Learning Company's.
Science Grade 3	First Choice	Second Choice	n/a
Science Grade 3	First Choice	Second Choice	McGraw seems more teacher friendly
Science Grade 3	First Choice	Second Choice	McGraw provided Spanish Language, Daily Reads with writing, Steam projects and Differentiation options.
Science Grade 3	First Choice	Second Choice	Overall, I feel it was a better fit for our standards
Science Grade 3	First Choice	Second Choice	More user friendly
Science Grade 3	Second Choice	First Choice	I like the student book of Savvas better. It gave more opportunities for critical thinking and reasoning.
Science Grade 3	First Choice	Second Choice	Seems more teacher and student friendly. SAVAS is the first edition, I don't want to be the "guinea pig" to figure out what works in their program and what doesn't.
Science Grade 3	First Choice	Second Choice	higher ratings among teachers
Science Grade 3	First Choice	Second Choice	I like the layout and the online part
Science Grade 3	Second Choice	First Choice	Students already use Savvas for ELA which would be a beneficial transfer to Science
Science Grade 4	First Choice	Second Choice	Overall seems to align better to our standards and use of vocabulary.
Science Grade 4	Second Choice	First Choice	I like the video explanations for the Savvas and like the teacher edition format.
Science Grade 4	First Choice	Second Choice	With imbedded intervention-groups schoolwide, we lose 30 minutes per day and only have 20 minutes dedicated to science so that we can prioritize math (FAST tested subject for 4th grade) and allow for additional math small groups for those students who need reading interventions. McGraw seems to have user-friendly options that are able to be completed within that 20-minute time block.
Science Grade 4	First Choice	Second Choice	McGraw Hill is more comprehensive in meeting the needs of our diverse learners while maintaining the rigor of our state standards. There are a variety of learning formats offered in a variety of languages (ebook, infographics, videos, foldables, concept maps, labs, hands-on investigations). The STEAM activities provide a differentiated means for students to "show what they know," but there are also other assessment formats to ensure students can practice and prepare for state assessments.

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Science Grade 4	Second Choice	First Choice	Based on recommendations.
Science Grade 4	Second Choice	First Choice	Savvas has editable teaching slides, seems to have more options to the program.
Science Grade 4	First Choice	Second Choice	I prefer the hands on material
Science Grade 4	First Choice	Second Choice	I like the online platform the McGraw Hill provides much better than Savvas.
Science Grade 4	First Choice	Second Choice	Our 4th and 5th grade teachers at this school prefer
Science Grade 4	First Choice	Second Choice	It doesn't matter what we think, but no more Savvas, please!
Science Grade 4	First Choice	Second Choice	I couldn't even get on the SAVVAS one so McGraw Hill wins.
Science Grade 4	First Choice	Second Choice	The Review Committee apparently did a very good job of rating these materials! I commend them!
Science Grade 4	Second Choice	First Choice	I'd like to try a different company.
Science Grade 4	First Choice	Second Choice	The layout is better and it seems more user friendly.
Science Grade 4	First Choice	Second Choice	McGraw Hill is More engaging and aligns better with our standards.
Science Grade 4	First Choice	Second Choice	It is my opinion that McGraw Hill better meets the Standards of our Curriculum
Science Grade 4	First Choice	Second Choice	I have not used Savvas Learning Company's book, therefore I can not rank it first.
Science Grade 4	First Choice	Second Choice	McGraw Hill is a well designed rigorous curriculum that aligns to the Best standards very well. It engages students and provides many opportunities for students to apply what they have learned. I feel this is an outstanding curriculum.
Science Grade 5	Second Choice	First Choice	It was easier to operate the Savvas material compared to the McGraw. It looks easier to navigate compared to the current HMH text we have now. Everything is organized by topic which helps a lot.
Science Grade 5	First Choice	Second Choice	McGraw hill has more rigor and is better organized than Savvas. As a fifth grade teacher I believe the McGraw Hill is a better choice. I had the links early and spent quite a bit of time looking at each of these.
Science Grade 5	First Choice	Second Choice	It is a better source for the students. There is more information on each subject with McGraw compared to Savvas. Savvas has small reading articles that are not quite as informative as I would like.
Science Grade 5	First Choice	Second Choice	teachers and parents rated McGraw hill higher and more complete than Savvas
Science Grade 5	Second Choice	First Choice	I would like to see what Savvas has to offer. I taught ELA using Savvas and it was well organized.
Science Grade 5	First Choice	Second Choice	The website was more interactive and user friendly. Provides clear 5th grade benchmark standards and content.
Science Grade 5	First Choice	Second Choice	Based on a preview, the McGraw Hill textbook does look more aligned with standards and leveled complexity of tasks.
Science Grade 5	Second Choice	First Choice	Savvas is aligned to the 5E model and offers multiple modes of teaching the material.
Science Grade 5	First Choice	Second Choice	Per the teacher feedback: Best overall for multiple languages, teacher planning, practical storage and longevity of curriculum specs.
Science Grade 5	First Choice	Second Choice	Based on the feedback provided in the spreadsheet, I have selected McGraw Hill.
Science Grade 5	First Choice	Second Choice	McGraw better suits the needs of my students.

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Science Grade 5	First Choice	Second Choice	Alignment with standards, ELL support, teacher planning, investigations, Page Keeley probes, foldables, etc. Overall, seems like a better fit to reach all of our learners.
Science Grade 5	First Choice	Second Choice	Savvas has created many problems in other areas of their curriculum.
Science Grade 5	First Choice	Second Choice	McGraw Hill had so much more to offer for new and veteran teachers, ELL and SWD students. It appeared to have more longevity and focus on benchmarks.
Science Grade 5	First Choice	Second Choice	McGraw is more interactive and easier for my ESE students to follow
Science Grade 5	Second Choice	First Choice	I appreciate the fact that the Saavas Curriculum is set up in a 5E model. This helps teachers navigate through lesson planning.
Science Grade 5	First Choice	Second Choice	It seems to be better aligned with all the standards
Science Grade 5	First Choice	Second Choice	I was a member of the pre selection committee and we determined that McGraw Hill best meets the needs for our science content.
Science Grade 5	First Choice	Second Choice	More in depth knowledge content
Science Grade 5	First Choice	Second Choice	More familiar with website layout. Deeper content readings in text.
Science Grade 5	First Choice	Second Choice	Looking at the feedback provided from the teachers, I believe they are the ones in the classrooms everyday and know what our best needs are.
Science Grade 5	First Choice	Second Choice	Savvas is much harder to follow and navigate
Science Grade 5	First Choice	Second Choice	McGraw seems to be more aligned with the NGSS standards and provides easily accessible inquiry labs. After further researching there is less need to supplement when using McGraw Hill
Science Grade 5	First Choice	Second Choice	McGraw Hill has been aligned to the standards in the past so I feel they have a history with Florida standards.
Science Grade 5	First Choice	Second Choice	User friendly Online platform kid friendly
Science Grade 5	First Choice	Second Choice	McGraw Hill provides the supplemental materials needed to help our students and teachers be successful. It also is the most user friendly for new teachers and subs.
Science Grade 5	First Choice	Second Choice	Based on other teacher input, I chose McGraw as my first choice.
Science Grade K	First Choice	Second Choice	McGraw Hill has better science representation. Savvas is lacking elements when we are teaching reading. Savvas is probably the same. McGraw Hill has good researched material.
Science Grade K	First Choice	Second Choice	It seems more developmentally appropriate and user friendly.
Science Grade K	First Choice	Second Choice	I have enjoyed using McGraw Hill curriculum in the past. Savvas I have/am using for ELA and do not like it. Also based on the spreadsheet, I think McGraw would be the best choice. Looking at the programs themselves, McGraw is an easier layout and more engaging looking to student. I like the interactive parts as well.
Science Grade K	First Choice	Second Choice	I like the simple yet colorful pages that are easy for kindergartners to follow and complete. I also noticed it was also selected by my peers on the search committee.
Science Grade K	First Choice	Second Choice	After looking at the summaries and reading the comments from the review committees, the McGraw Hill seems to be better suited for the needs of kindergarteners.
Science Grade K	First Choice	Second Choice	Easier to access. It provided the standards.
Science Grade K	First Choice	Second Choice	Supports all areas of learning. Does not rely on only digital resources

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Science Grade K	First Choice	Second Choice	McGraw- Hill seems more aligned with our Science standards, has liveller graphics, and more descriptive text
Science Grade K	First Choice	Second Choice	After reviewing materials McGraw Hill met our students standards more effectively. The illustrations in the student book were great for allowing the kids to see real world connections.
Science Grade K	First Choice	Second Choice	McGraw Hill Florida Science curriculum seems to be better aligned with the Florida Science Standards, as well as more interactive and informational for the students.
Science Grade K	First Choice	Second Choice	Savvas Learning Company has already proven that their ELA curriculum does not align well with Florida's best standards. Why would we use it for Science? McGraw Hill has a proven record of being appropriate for early learners and matches the Florida's Best standards very well.
Science Grade K	First Choice	Second Choice	Based on the reviewers comments about the organization and presentation. Clay county already adopted the ELA from the Savvas publishers and it was a disaster.
Science Grade K	First Choice	Second Choice	diversity for our students and allows for multiple languages, ability to DO science, not impressed with Savvas ELA
Science Grade K	First Choice	Second Choice	Best overall structure and aligns to standards
Science Grade K	First Choice	Second Choice	I like the way the material is compild together in McGraw Hill.
Science Grade K	First Choice	Second Choice	McGraw Hill supports the K standards effectively, the support materials are comprehensive and there is a solid ELL component.
Science Grade K	First Choice	Second Choice	McGraw Hill Science stands out to me specifically for kindergarten because it includes strategic, dally lessons that align with a weekly lesson format (Savvas requires far too much time for each area of a lesson than we would reasonably have time for). I love the diverse references: Illustrations, photos and people (George Washington Carver and Mae Jemison) are highlighted throughout the text! I can imagine my students being really excited to learn about the various scientists they highlight in the STEM Connection area. This shows kindergartners how science connects to real world careers. The assessment questions are challenging and will allow the students to use higher level thinking skills to answer them.
Science Grade K	First Choice	Second Choice	McGraw follows our standards better
Science Grade K	First Choice	Second Choice	The website for McGraw Hill is easier to navigate. The student workbook looks as if it would be easy for students to navigate and follow along with lessons.
Science Grade K	First Choice	Second Choice	SAVVAS is HORIBLE!!
Science Grade K	First Choice	Second Choice	Savvas is not a good curriculum
Science Grade K	First Choice	Second Choice	McGraw Hill is easier to follow and understand. Savvas gets overwhelming and convoluted
Science Grade K	First Choice	Second Choice	Parts if Savvas are to high for kindergarten or not of their level or interest
Science Grade K	First Choice	Second Choice	I currently like the layout and flow of McGraw Hill Education vs. Savvas.
Science Grade K	First Choice	Second Choice	I currently have the HMH Florida Science Books for the class. I am unfamiliar with the Savvas Learning Company's book. I wish our science curriculum had more hands on elements to the lessons (science manipulatives, ex. magnets).
Science Grade K	First Choice	Second Choice	McGraw Hill is better suited for kindergarten. SAVVAS is not as friendly.
Science Grade K	First Choice	Second Choice	Follows our standards better

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Which course do you currently teach?	Rank McGraw Hill Education's Florida Science Grade K-5 according to your preference.	Rank Savvas Learning Company's Florida Science Explorations, Grade K-5 according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Science Grade K	First Choice	Second Choice	We use SAVVAS for ELA and I do not like the program, so I do not want to bring in another SAVVAS program.
Science Grade 5	First Choice	Second Choice	I was very impressed with the real life applications, STEM and Hands on activities in the McGraw Hill Curriculum. There was also a student section for taking notes that would be helpful.
Science Grade 1	First Choice	Second Choice	I chose McGraw Hill as my first choice because I believe they offer better curriculum. I do not like Savvas for reading and do not want to see it as our science curriculum.
Science Grade K	First Choice	Second Choice	No comment
Science Grade 5	First Choice	Second Choice	Have enjoyed using McGraw Hill's resources for curriculum in year's past.
Science Grade 2	First Choice	Second Choice	Seems like more ELL support
Science Grade 2	First Choice	Second Choice	McGraw Hill looks easier to navigate and assign lessons. It is colorful and appropriate for the students at different age levels.
Science Grade 2	First Choice	Second Choice	I don't like Savvas
Science Grade 3	First Choice	Second Choice	McGraw Hill is better.

Total Selecting as First Choice	32.5%/13	70%/28	
Which course do you currently teach?	Rank Discovery Education's Science Techbook for Florida according to your preference.	Rank Savvas Learning Company's Florida Science Explorations according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
M/J Comprehensive Science 1	Second Choice	First Choice	I was on the committee and reviewed both extensively. Savvas will be the best to help out new teachers know what to teach with really nice extension options with the least amount of complex training. This material is FL standards only and eliminates confusion as to which depth to teach on topics. The resources attached to this book are also nice because they are FL specific and all assessment questions are usable and not beyond FI Standard depth. I personally really enjoy the unit hooks, FI specific phenomenon videos, and focus on modeling ideas.
M/J Comprehensive Science 1	First Choice	Second Choice	Discovery Ed.'s online platform seems much more user friendly and easier to find information. I like that the supplemental materials are organized by unit.
M/J Comprehensive Science 1	Second Choice	First Choice	Savvas seemed to be a better fit based on the little information I had reviewed.
M/J Comprehensive Science 1	First Choice	Second Choice	Both look very interesting. First choice was made because it looked like less user orientation/learning curve for teacher and students. It follows set up & clicks more like things they are using now.
M/J Comprehensive Science 1	Second Choice	First Choice	I chose Savvas Learning Company as my first choice because I am interested in how it integrates with Google Classroom, a tool that I use a lot already for my students.
M/J Comprehensive Science 1	First Choice	Second Choice	I like the way the book is set up for the students and how it starts out with the engage lesson first and then the explore, elaborate and the evaluate. I feel this book is more user friendly and easy to access.
M/J Comprehensive Science 1	First Choice	Second Choice	Supplemental Materials for self contained classrooms
M/J Comprehensive Science 1	First Choice	Second Choice	Discovery Education's organization by the 5E planning strategy is helpful. The writing seems a bit more approachable than Savvas. The videos embedded in the text is beneficial for supporting students, especially ELLs, that have a hard time with comprehension, without taking away the need to read.
M/J Comprehensive Science 2	Second Choice	First Choice	I deferred to the committee's decision because I can't see them. I will trust their judgement. If I had an opinion in general it would be to get rid of the physical textbook altogether.
M/J Comprehensive Science 2	Second Choice	First Choice	Built directly to Florida standards. Florida based phenomenon and examples are given throughout the text so that students can make real-world connections.
M/J Comprehensive Science 2	Second Choice	First Choice	Savvas is aligned to Florida standards which the students can engage with more.
M/J Comprehensive Science 2	Second Choice	First Choice	I am familiar with Saavas
M/J Comprehensive Science 2	Second Choice	First Choice	Most closely following Florida standard and Electronic access
M/J Comprehensive Science 2	First Choice	Second Choice	Better sequencing
M/J Comprehensive Science 2	First Choice	Second Choice	I like the options provided with Discovery and have always liked the content offered by Discovery Education
M/J Comprehensive Science 2	First Choice	Second Choice	I teach IND-P
M/J Comprehensive Science 2	Second Choice	First Choice	Aligned with Florida standards Size of book and readability Premade slides that can be edited Built in Interactive Content Glossary available online for 7 other languages
M/J Comprehensive Science 2	First Choice	Second Choice	The video collection
M/J Comprehensive Science 2	Second Choice	First Choice	Savvas is aligned with Florida standards. Also Discovery seems overly dependent on digital content. Savvas seems to have good digital content while also being supported by strong physical/paper instructional materials.
M/J Comprehensive Science 2	Second Choice	First Choice	More inline with Florida standards
M/J Comprehensive Science 2	Second Choice	First Choice	Navigation of Savvas was easier, the workbook is more streamlined, I liked the fact that it had presentations already done and that the pronunciation for the Spanish text to speech was better than Discovery
M/J Comprehensive Science 3	Second Choice	First Choice	I like how Savvas aligns to the Florida standards.
M/J Comprehensive Science 3	Second Choice	First Choice	Savvas is set up to help students with comprehension. It is also tailored specifically to the Florida State Science Standards.
M/J Comprehensive Science 3	Second Choice	First Choice	Aligned to our standards, gets rid of the "extra" content, all in 1 book instead of multiple.

Total Selecting as First Choice	32.5%/13	70%/28	
Which course do you currently teach?	Rank Discovery Education's Science Techbook for Florida according to your preference.	Rank Savvas Learning Company's Florida Science Explorations according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
M/J Comprehensive Science 3	Second Choice	First Choice	From the standpoint of a new teacher, Savvas provides a baseline of the essentials for any teacher stepping into the county to perform and teach, especially if they lack a scientific professional or teaching background. Savvas will also be easier for long-term substitutes and the long-term loss of a teacher due to illness to keep classes at pace and keep them on the Florida standards. While I like the content in the Discovery website, the functionality of maintaining 4 separate textbooks and the logistics of kids losing their textbooks or bringing the wrong one to class is not very functional. Whereas, Savvas only requires one textbook that can be easily replaced. I found the lesson planning for Savvas for both enrichment, remediation, and fast-tracking to be superior to Discovery and easier to manage both in textbook and online. Savvas also has more deeper questions that require higher levels of learning to scaffold, whereas Discovery's questions throughout the text and online simply say "describe the previous passage" or "summarize the key point of the text." It struck me as a little lazy. My vote is for Savvas as our first choice and Discovery for our second. Overall, I'm confident that the material will be much better than the current HMH curriculum. My biggest concern is to provide lesson-planning and training on either online application during the summer, rather than to just pop it out during or in the middle of planning at the beginning of the school year. Teachers are already overwhelmed with the current timeline. Please plan for them to have ample training and familiarization with whatever curriculum we choose!
M/J Comprehensive Science 3	First Choice	First Choice	It is more user friendly.
M/J Comprehensive Science 3	First Choice	Second Choice	Discovery Education has always been an incredible science resource. Savvas is not a program children enjoy. It seems DE has more to offer for our content and for our students.
M/J Comprehensive Science 3	Second Choice	First Choice	Video choice and more options for ELL with Saavas
M/J Comprehensive Science 3	Second Choice	First Choice	The questions that accompany the Savvas textbook seem more rigorous and ELA supportive .
M/J Comprehensive Science 3	First Choice	Second Choice	I love the set up and accommodation options. It also has the most resources I will use. The videos and lab resources are superior.
M/J Comprehensive Science 3	Second Choice	First Choice	Savaas is better aligned to FL standards.
M/J Comprehensive Science 3	Second Choice	First Choice	Savvas seemed to have more teacher friendly resources. There was a variety of instructional resources like presentations, videos, and games for students. I think for a new teacher these resources would be more valuable than what Discovery Ed offered. I also like that it's physically just one textbook instead of four. It will also be more specifically aligned to the Florida State Standards.
M/J Comprehensive Science 3	Second Choice	First Choice	It is Google compatible, has lots of language options, less materials to store, and is on Florida Standards
M/J Comprehensive Science 3	Second Choice	First Choice	First of all, I teach 7th & 8th grade science but I had no option to mark both :) As far as text, I leaning toward SAVVAS due to the ease of use with the workbook that will integrate much better into classroom instruction. I love that the physical text has the online option for students to use at home when they are not in class or for teachers to implement as an option to paper as well. The workbook is very simple in construct, so as not to be overwhelming to our lower quartile students, but also calls for more writing which are kids need desperately. I know that it also offers a ton of language options for all of our ELLs.
M/J Comprehensive Science 3	Second Choice	First Choice	Seems to be the best overall for our students.
M/J Comprehensive Science 3	Second Choice	First Choice	The Savvas materials are very well organized. It follows the 5E model and provides enough detail for new teachers who do not have a degree in education. I especially liked how the program incorporates languages other than english to assist with ELL students.
M/J Comprehensive Science 1	Second Choice	First Choice	Savvas had a fast track option in the TE. Exit tickets are embedded, vocabulary games
M/J Comprehensive Science 3	Second Choice	First Choice	For me personally I would prefer the discovery education curriculum, but when I consider teachers from new to veteran the Savvas will cover varied levels better. My second reason for choosing Savvas is the literacy component that many of our students are weak in.
M/J Comprehensive Science 1	Second Choice	First Choice	I pick Savvas over Discovery because I like how it fit for Florida standards, enrichment options and 5 E Lesson plans
M/J Comprehensive Science 1	First Choice	Second Choice	First of all, this was a close decision; great job selection committee! Ultimately I went with Discovery Education. I really liked the online presentation of each lesson which included multiple options to choose from for each of the 5E model parts. My final decision was made after comparing the lab options. Discovery Education had PRACTICAL lab options across many content areas, where many hands-on labs that I reviewed from Savvas were not nearly as practical or engaging.

Selecting as First Choice	0%/0	100%/2	
Which course do you currently teach?	Rank Cengage/National Geographic's Body Structures and Functions-Anatomy and Physiology according to your preference. The same product is used for honors.	Rank McGraw Hill Education's Hole's Essentials of Human Anatomy and Physiology according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Anatomy and Physiology	Second Choice	First Choice	It's the only one I am familiar with.
Anatomy and Physiology	Second Choice	First Choice	I liked the online supplemental materials that McGraw Hill offered, particularly their virtual labs and cadaver simulations.

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Selecting as First Choice	76.5%/13	23.5%/4	
Which course do you currently teach?	Rank Cengage/National Geographic's Biology, Florida Edition according to your preference. The same product is used for honors.	Rank Savvas Learning Company's Florida Miller & Levine Experience Biology according to your preference. The same product is used for honors.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Biology 1	First Choice	Second Choice	I believe that nat geo seems to have plenty of options for the course of the student, and have an "above and beyond" the standards in florida is great for honors or accelerated students.
Biology 1	Second Choice	First Choice	The text book from Savvas is more student friendly and has better resources.
Biology 1	Second Choice	First Choice	IT has an array of varied resources to help the topic be understood by all different learning styles. The fact that every chapter has a Florida EOC practice test is also an amazing resources. The platform is easy to navigate and allows us to either export the material to Google Classroom or print it. The wording on the quizzes seems to be appropriate for the level of the students.
Biology 1	Second Choice	First Choice	Savvas is more online friendly for both students and teachers.
Biology 1	Second Choice	First Choice	I used the committees comments to make my choice. This one sounded like it would be the best resource.
Biology 1	Second Choice	First Choice	More materials for lesson planning
Biology 1	Second Choice	First Choice	Savvas will be better suited for all levels of students. The National Geographic will be a struggle for our lower quartile students to read through
Biology 1	Second Choice	First Choice	First choice contains 5E lesson plans that are easy to follow for any teacher, from new to experience including substitutes. Also, has various resources for the students to understand the material in an easy reading. It also has consumables that are useful for the ESE and ELL students. The book is well aligned with the Florida benchmarks and easy for the students to understand. Second choice the book is more to the college level and has more information than necessary. Also, doesn't have a consumable book nor was I able to see a teacher view platform online only student view therefore could not compare with the Savvas the teacher resource. The lab manual requires teachers to spend more money out of pocket which will put a financial burden on the teacher.
Biology 1	Second Choice	First Choice	.
Biology 1	First Choice	Second Choice	National Geographic utilizes far more imagery and students respond to visuals with texts.
Biology 1	First Choice	Second Choice	More diversity amongst expert professionals. Would prefer it to have more virtual help options like Savvas does.
Biology 1	Second Choice	First Choice	I feel that this resource is best suited for our student development in Biology
Biology 1	Second Choice	First Choice	I thought the layout of the text would be more accessible to my students.
Biology 1	Second Choice	First Choice	I appreciate National Geographic's lab heavy coursework...however, I feel that the Miller and Levine resources are much easier to navigate and seem to be a little more "student friendly" in terms of content extent.
Biology 1	First Choice	Second Choice	online resources and lab manual
Biology 1	Second Choice	First Choice	Savvas seems to be better organized, and I think students will engage with the material better. It is also teacher friendly for new teachers or long term subs. The material is presented in a concise, appealing manner.
Biology 1	Second Choice	First Choice	N/A

Selecting as First Choice	87.5%/7	12.5%/1	
Which course do you currently teach?	Rank McGraw Hill Education's Florida Chemistry according to your preference. The same product is used for honors.	Rank Savvas Learning Company's Florida Experience Chemistry according to your preference. The same product is used for honors.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Chemistry 1	First Choice	Second Choice	Served on Selection Committee
Chemistry 1	First Choice	Second Choice	The online resources and changeable lexile levels make the book more usable.
Chemistry 1	First Choice	Second Choice	Good ELL and ESE support.
Chemistry 1	Second Choice	First Choice	I like the online platform
Chemistry 1	First Choice	Second Choice	McGraw Hill is closest to what we already have and comes with premium Kahoot! decks for review games apparently
Chemistry 1	First Choice	Second Choice	First choice more closely aligns to current curriculum, and seems more user friendly.
Chemistry 1	First Choice	Second Choice	There is not enough information provided to make an informed choice. Which one has the best online resources and works best with google classroom?
Chemistry 1	First Choice	Second Choice	Better online format . This book also follows a more logical flow of information.

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Selecting as First Choice	16.7%/1	83.3%/5	
Which course do you currently teach?	Rank Cengage/National Geographic's Environmental Science Sustaining Your World, Florida Edition according to your preference.	Rank Savvas Learning Company's Florida Environmental Science, Your World Your Turn according to your preference.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Environmental Science	Second Choice	First Choice	First choice has a much easier to comprehend text and website. This will work well with the students we get in env. sci. It will also be easy to navigate for new teachers or long term subs.
Environmental Science	Second Choice	First Choice	Savvas Learning Company's Florida Environmental Science, Your World Your Turn has the content that match the standards and support the supplemental Biology content. The format and readability is conducive to our student population. Hopefully, the ancillary supportive practice and digital material will be available as well that will aid/support new teachers and special populations in the learning/teaching environment.
Environmental Science	Second Choice	First Choice	Nat Geo is an incredible resource for teachers, but will be a higher level than 9th graders can handle. Savvas seems like a great resource to keep students engaged without feeling overwhelmed.
Environmental Science	Second Choice	First Choice	I like the layout and all of the options Savvas offers. This text would be acceptable as a stand alone for new teachers who are learning to navigate a classroom.
Environmental Science	Second Choice	First Choice	The readability of the text Savvas Learning Company's Florida Environmental Science, Your World Your Turn is more user-friendly for my student population. The supplemental resources ties to our curriculum map, and contains the correct information to supplement the life science portion, not always included-which would be very helpful for new teachers and substitute's without creating difficulty assigning the content. It can be tailored up or down to be more challenging or concise. The graphics are nice and it seems to be a text that fits the needs of my population, present and future.
Environmental Science	First Choice	Second Choice	I like all of the additional interactive tools and materials that come with the Nat Geo book. Though it's a bit text heavy, there are lots of good examples and resources to expand learning. The Savvas book looks to be very plain and more like a "classic" textbook. Many of my students today would benefit from having the Nat Geo resources.

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Selecting as First choice	100%/3	0%/0	
Which course do you currently teach?	Rank Cengage/National Geographic's Oceanography: An Invitation to Marine Science according to your preference. The same product is used for honors.	Rank McGraw Hill Education Florida Marine Science according to your preference. The same product is used for honors.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out above your second choice?
Marine Science 1	Second Choice	First Choice	I chose the Hill book because it seems better organized. It has more complete and easier to understand illustrations. The book seems to be more on the lexile level for high school students and contains more information around zoology that the students will enjoy learning better.
Marine Science 1	Second Choice	First Choice	Resources in addition to the textbook are superior, order of information and breakdown of subject is preferred in first selection
Marine Science 1	Second Choice	First Choice	The McGraw Hill Edition feels like a more holistic resource. Having additional resources for Florida based examples to enhance different units would be great too. The Nat Geo book does not look as inviting and is very text heavy. Over half the book is focused on oceanography which is only part of marine science; this book is definitely lacking in biology/ecology resources.

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Selecting as First Choice	100%100	
Which course do you currently teach?	Rank McGraw Hill Education's Physical Science according to your preference. The same product is used for honors.	Please provide a comment regarding the reason for your ranking preference. For instance, what made your first choice stand out. If you have another option for recommendation, please state so below.
Physical Science 1	First Choice	Current text from McGraw Hill - it is a decent text.
Physical Science 1	First Choice	We currently use this textbook and I think it does an excellent job

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Selecting as First Choice	100%/100	0%/0	
Which course do you currently teach?	Rank McGraw Hill Education's Florida Physics according to your preference. The same product is used for honors.	Rank Savvas Learning Company's Florida Experience Physics according to your preference.	
Physics 1	First Choice	Second Choice	McGraw Hill offerings generally more complete than Savvas (Pearson).
Physics 1	First Choice	Second Choice	N/A

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2023-2024 K-12 Science Adoption Preselection Committee Results

*Committees evaluated each submitted title using a rubric. The top titles listed below were sent to teachers for their feedback.

2023-2024 K-12 Science Adoption Preselection Committee Results				
Course Number	Grade Level	Course Name	Top 2 Choices Listed Alphabetically	
5020010	K	Science - Grade K	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020020	1	Science - Grade 1	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020030	2	Science - Grade 2	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020040	3	Science - Grade 3	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020050	4	Science - Grade 4	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
5020060	5	Science - Grade 5	McGraw Hill Florida Science Grade K-5	Savvas Florida Science Explorations ©2025, Grade K-5
2002040	6	M/J Comprehensive Science 1	Discovery Education Science Techbook for Florida	Savvas Florida Science Explorations ©2025, Comprehensive 1-3
2002070	7	M/J Comprehensive Science 2	Discovery Education Science Techbook for Florida	Savvas Florida Science Explorations ©2025, Comprehensive 1-3
2002100	8	M/J Comprehensive Science 3	Discovery Education Science Techbook for Florida	Savvas Florida Science Explorations ©2025, Comprehensive 1-3
2000350	9-12	Anatomy and Physiology	Cengage/Nat Geo Body Structures and Functions - Anatomy and Physiology	McGraw Hill Florida Hole's Essentials of Human Anatomy and Physiology
2001350	9-12	Astronomy Solar/Galactic	Cengage/Nat Geo Foundations of Astronomy	
2000310 2000320	9-12	Biology 1	National Geographic Biology, Florida Edition	Savvas Florida Miller & Levine Experience Biology
2003340 2003350	9-12	Chemistry 1	McGraw Hill Florida Chemistry	Savvas Florida Experience Chemistry
2001340	9-12	Environmental Science	Cengage/National Geographic Environmental Science Sustaining Your World, Florida Edition	Savvas Florida Environmental Science, Your World Your Turn
2002480	9-12	Forensic Science 1	Cengage/Nat Geo Forensic Science: Fundamentals & Investigations	
2002500 2002510	9-12	Marine Science 1	Cengage/Nat Geo National Geographic Oceanography: An Invitation to Marine Science	McGraw Hill Florida Marine Science
2003310 2003320	9-12	Physical Science	McGraw Hill Florida Physical Science	
2003380 2003390	9-12	Physics 1	McGraw Hill Florida Physics	Savvas Florida Experience Physics

2023-2024 K-12 Science		Preselection Committee: Grades K-5						
Publisher Name	Product Title	1. Content	2. Presentation	3. Instructional Focus	4. Assessment	5. Teacher Support Materials	6. Accessibility for ELL and SWD Students	Total Score Highlighted cells move to the next round. District Coaches, etc: Top 3 Preselection Committee: Top 2
District Coaches, Specialists, Parents								
Accelerate Learning	STEMscopes Science Florida - Grades K-5 Online	26	17	21	27	23	21	135
Discovery Education	Science Techbook For Florida	30	42	29	26	36	26	189
EduSmart	EduSmart K-5	13	20	14	15	10	11	83
Sawas Learning Company, LLC	Florida Savvas Science Explorations 2025, Grade K-5	40	50	32	39	43	26	230
McGraw Hill Education	McGraw Hill Florida Science, Grade K-5	28	40	27	32	35	27	189
Preselection Committee: Teachers and Parents (One rubric per title)								
Discovery Education	Science Techbook For Florida	20	31	26	17	22	20	136
Sawas Learning Company, LLC	Florida Savvas Science Explorations 2025, Grade K-5	32	38	28	23	38	26	185
McGraw Hill Education	McGraw Hill Florida Science, Grade K-5	40	54	40	44	47	37	262

2023-2024 K-12 Science	Preselection Committees: Grades 6-8						Total Score
<p align="center">Publisher Name and Product</p> <p align="center">All titles are for M/J Comprehensive Science 1-3</p>	1: Content	2: Presentation	3: Instructional Focus	4: Assessment	5: Teacher Support Materials	6: Accessibility for ELL and SLD Students	<p>Highlighted cells move to the next round.</p> <p>District Coaches, etc: Top 3</p> <p>Preselection Committee: Top 2</p>
District Coaches, Specialists, Parents							
Accelerate Learning (STEMscopes Science Florida - M/J Comprehensive Science 1-3, and Advanced)	27	24	23	22	19	19	138
Carolina Biological Supply (Science Bits Grades 6-8)	15	26	14	17	18	17	109
Discovery Education (Science Techbook For Florida)	24	36	32	22	35	20	173
EduSmart	16	11	8	9	10	8	64
McGraw Hill Education (McGraw Hill Florida Science, Comprehensive Course 1-3, and Advanced)	22	41	36	30	46	22	200
Kiddom (OpenSciEd)	17	21	19	15	22	11	107
Savvas Learning Company, LLC (Florida Savvas Science Explorations 2025, Comprehensive 1-3, and Advanced)	35	45	36	42	43	30	236
Preselection Committee: Teachers and Parents (One rubric per title)							
McGraw Hill Education (McGraw Hill Florida Science, Comprehensive Course 1-3, and Advanced)	16	25	16	20	20	16	115
Savvas Learning Company, LLC (Florida Savvas Science Explorations 2025, Comprehensive 1-3, and Advanced)	32	42	37	42	42	29	229
Discovery Education (Science Techbook For Florida)	28	39	31	21	34	23	179

2023-2024 K-12 Science Adoption			Preselection Committees: Grades 9-12							
Course:	Publisher Name	Product Title	1. Content	2. Presentation	3. Instructional Focus	4. Assessment	5. Teacher Support Materials	6. Accessibility for ELL and SWD Students	Total	Average of Grand Totals Highlighted cells move to the next round. District Coaches, etc: Top 3 Preselection Committee: Top 2
District Coaches, Specialists, Parents										
2000310 - Biology 1	Accelerate Learning	STEMscopes Science Florida - Biology 1 Online	28	20	24	21	25	14	106	106
2000310 - Biology 1	McGraw Hill Education	McGraw Hill Florida Biology	23	33	22	25	26	23	120	120
2000310 - Biology 1	National Geographic Learning/Cengage	National Geographic Biology, Florida Edition	33	34	24	26	30	24	136	136
2000310 - Biology 1	Savvas Learning Company, LLC	Florida Miller & Levine Experience Biology ©2025; and Florida Miller & Levine Experience Biology ©2025, Honors	28	34	27	29	34	25	143	143
2000350 - Anatomy and Physiology	National Geographic Learning/Cengage	Body Structures and Functions - Anatomy and Physiology	27	32	18	9	16	15	93	93
2003310 - Physical Science	McGraw Hill Education	McGraw Hill Florida Physical Science	29	33	28	22	30	22	132	132
2003340 - Chemistry 1/2003350 - Chemistry 1, Honors	Accelerate Learning	STEMscopes Science Florida - Chemistry 1 Online	22	18	20	14	19	14	86	86
2003340 - Chemistry 1/2003350 - Chemistry 1, Honors	McGraw Hill Education	McGraw Hill Florida Chemistry	27	35	25	28	28	24	133	133
2003340 - Chemistry 1/2003350 - Chemistry 1, Honors	National Geographic Learning/Cengage	National Geographic World of Chemistry, Florida Edition	26	31	20	17	22	22	106	106
2003340 - Chemistry 1/2003350 - Chemistry 1, Honors	Savvas Learning Company, LLC	Florida Experience Chemistry ©2025; and Florida Experience Chemistry ©2025, Honors 1	29	31	25	25	34	18	129	129
Preselection Committee Results: District Teachers, Parents										
2000310 - Biology 1	McGraw Hill Education	McGraw Hill Florida Biology	12	19	12	15	20	9	70	70
2000310 - Biology 1	National Geographic Learning/Cengage	National Geographic Biology, Florida Edition	27	33	25	25	30	23	125	125
2000310 - Biology 1	Savvas Learning Company, LLC	Florida Miller & Levine Experience Biology ©2025; and Florida Miller & Levine Experience Biology ©2025, Honors	33	42	29	34	41	29	166	166
2000350 - Anatomy and Physiology	eDynamic Holdings LP	Anatomy and Physiology 1a/1b	38	44	32	36	50	32	187	162
2000350 - Anatomy and Physiology	eDynamic Holdings LP	Anatomy and Physiology 1a/1b	35	37	23	23	28	21	136	
2000350 - Anatomy and Physiology	Goodheart-Wilcox	Introduction to Anatomy and Physiology	25	30	24	27	22	24	120	139
2000350 - Anatomy and Physiology	Goodheart-Wilcox	Introduction to Anatomy and Physiology	36	41	30	30	38	19	157	
2000350 - Anatomy and Physiology	McGraw Hill Education	McGraw Hill Florida Hole's Essentials of Human Anatomy and Physiology	32	42	26	32	39	25	159	175
2000350 - Anatomy and Physiology	McGraw Hill Education	McGraw Hill Florida Hole's Essentials of Human Anatomy and Physiology	42	51	36	32	48	26	190	
2000350 - Anatomy and Physiology	National Geographic Learning/Cengage	Body Structures and Functions - Anatomy and Physiology	36	44	32	36	50	32	185	178
2000350 - Anatomy and Physiology	National Geographic Learning/Cengage	Body Structures and Functions - Anatomy and Physiology	36	48	32	31	40	27	171	
2001340 - Environmental Science	McGraw Hill Education	McGraw Hill Florida Principles of Environmental Science	39	29	21	29	26	13	131	131
2001340 - Environmental Science	National Geographic Learning/Cengage	National Geographic Environmental Science Sustaining Your World, Florida Edition	42	50	34	41	48	34	200	200
2001340 - Environmental Science	Savvas Learning Company, LLC	Florida Environmental Science, Your World Your Turn ©2025	45	53	36	41	41	36	198	198
2001350 - Astronomy Solar/Galactic	National Geographic Learning/Cengage	Foundations of Astronomy	33	36	27	27	30	24	143	143
2002480 - Forensic Science 1	eDynamic Holdings LP	Forensic Science 1: Secrets of the Dead	35	45	28	32	37	27	163	154
2002480 - Forensic Science 1	eDynamic Holdings LP	Forensic Science 1: Secrets of the Dead	32	38	28	27	35	17	145	
2002480 - Forensic Science 1	National Geographic Learning/Cengage	Forensic Science: Fundamentals & Investigations	38	42	32	32	40	22	167	173
2002480 - Forensic Science 1	National Geographic Learning/Cengage	Forensic Science: Fundamentals & Investigations	40	49	31	32	41	32	178	
2003340 - Chemistry 1/2003350 - Chemistry 1, Honors	McGraw Hill Education	McGraw Hill Florida Chemistry	28	41	27	35	30	37	154	154
2003340 - Chemistry 1/2003350 - Chemistry 1, Honors	National Geographic Learning/Cengage	National Geographic World of Chemistry, Florida Edition	26	26	24	19	29	12	111	111
2003340 - Chemistry 1/2003350 - Chemistry 1, Honors	Savvas Learning Company, LLC	Florida Experience Chemistry ©2025; and Florida Experience Chemistry ©2025, Honors 1	26	32	24	29	30	24	132	132
2003380 - Physics 1/2003390 - Physics 1, Honors	McGraw Hill Education	McGraw Hill Florida Physics	36	44	31	36	40	32	175	175

**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course K-5

Publisher: McGraw Hill Textbook/Program Title Science

Strengths: Real word connections, Pacing in the TE, Available in multiple languages, very organized for teaching/planning. We feel that this is the best option for the students.

Weaknesses: Digital portion is difficult to navigate and would require training for how to use.

Comments: This text is our number 1 pick. It includes everything we need of the student's need to learn.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 1 out of 3

Explain your rating: This is the overall book for meeting student needs.

Online Evaluation Form Completed by: Michelle A. Leslie

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Sara Warren	CHE	<i>Sara Warren</i>
Teresa Adams	SBT	<i>Teresa Adams</i>
Michelle Leslie	DOE	<i>Michelle Leslie</i>
Gary Conley	WEC	<i>Gary Conley</i>
Lauren Quillin	MBE	<i>Lauren Quillin</i>

*Need additional space? Use the back of this form.

**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course K-5

Publisher: Savvas Textbook/Program Title Savvas Science Explorations

Strengths: cross-curricular support (ELA + math); ^{bilingual} picture vocab. cards; good balance of technology + paper-based resources; fairly teacher-friendly

Weaknesses: some lessons are poorly structured - headings seem random, vocab. is not necessarily the most relevant vocab., etc.;

Comments: overall, not a bad choice. It meets most of our standards. Some lessons are awkwardly organized / layed out, but we could work with it.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 2 out of 3

Explain your rating: Material had positives, but would need many types of supplemental items to meet standards.

Online Evaluation Form Completed by: Teresa Adams

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Lauren Quillin	MBE	Lauren Quillin
Sara Warren / Sara Warren	CHE	Sara Warren
Michelle Leslie	DOE	Michelle Leslie
TERESA ADAMS	SBT	Teresa Adams
Gary Conley	WEC	Gary Conley

*Need additional space? Use the back of this form.

**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course K-5

Publisher: Discovery Ed. Textbook/Program Title Science Techbook

Strengths: Great online options. Online presentation + Student involvement pieces were user friendly

Weaknesses: Textbook is lacking in information - seems to need online portion to be able to teach. Not sub or first year teacher friendly.

Comments: This text was my least favorite. The textbook does not seem user friendly or to have much information.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 3 out of 3

Explain your rating: This text would require the online portion to be used with every lesson/activity. It is not very user friendly. We feel it would require supplemental materials.

Online Evaluation Form Completed by: _____

Sara Wane

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Lauren Quillin	MBE	<u>Lauren Quillin</u>
Michelle A. Leslie	DOE	<u>Michelle A. Leslie</u>
Teresa Adams	SBT	<u>Teresa Adams</u>
Gary Conley	WEC	<u>Gary Conley</u>

*Need additional space? Use the back of this form.

**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 6-8 Science

Publisher: SAVVAS Textbook/Program Title SAVVAS Science Explorations

Strengths: Every lesson starts with a phenomena video. Aligned with Florida standards. Highly user-friendly and made for quick integration into lesson plans. Digital and analog material aligned with SE model. Evaluators, remediation, and enrichment data included in each unit of instruction.

Weaknesses: Videos not as visually pleasing as other platforms. Textbook lacks a glossary or index, but includes definitions in reading sections.

Comments: The committee places this option as its first place pick for the district. These materials equalize accessibility for all students and teachers regardless of level. This option is user friendly and easy to pick up regardless of teacher experience level. It is written to the Florida benchmark standard explicitly.

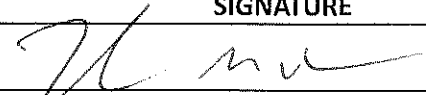
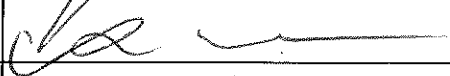



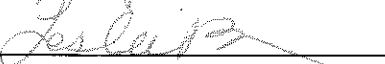
Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 1st out of 3

Explain your rating: Although self-contained, there are plenty of enrichment options for teachers to integrate into instruction plans. Assessments are geared towards Florida State tests.

Online Evaluation Form Completed by: Priscilla Sauri

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Zebulon Pike	WJH	
Amanda Watson	OPE	
Lynne Chatee	CEB	Lynne Chatee
Mary Foster	OPJH	
Priscilla Sauri	LAJH	
Gayle D May	WJH	
Lester Bryan	CLU	

*Need additional space? Use the back of this form.

**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 6-8 Science

Publisher: Discovery Textbook/Program Title Discovery Science Textbooks

Strengths: Presentation is aesthetically pleasing. Modular content allows you to not overwhelm students with large textbooks. Online materials were very friendly and easy to use. Clearly layed out material.

Weaknesses: Content focused ~~on~~ National as well as Florida Standards causing the instructor to jump around in material. May be overwhelming for new teachers, substitutes, and students due to bulk of material and skipping around.

Comments: Discovery provides an eye-catching, modular product. The problem may be that the large amount of material is not all Florida Standard and requires a more experienced lesson-planner to navigate the material. It could quickly over-whelm new teachers, parents, and students. Online material is superior.

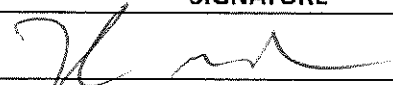
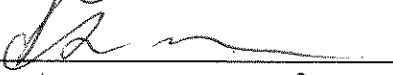


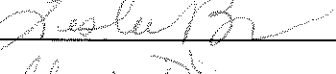
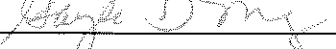
Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 2 out of 3

Explain your rating: The material is organized and very appealing. However, it is not as aligned for Florida standards and is not as easy to integrate into lesson plans.

Online Evaluation Form Completed by: Priscilla Sauri

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Zebulon Pine	WJH	
Amanda Watson	OPE	
Lynne Chafee	CEB	Lynne Chafee
Mary D Foster	OPJH	
Priscilla Sauri	LJH	
Leslee Bryan	CIO	
Gayle D May	WJH	

*Need additional space? Use the back of this form.

**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 6-8

Publisher: McGraw Hill Textbook/Program Title 6-8 Science

Strengths: Physical copy of material for end of chapter review. Assessments are editable, as well as online content. Has powerpoint slides pre-built for lessons.

Weaknesses: Textbook is too big and encumbering for students. Materials fail to provide Express pathway for teachers. Content material is less visually appealing. All material is National Standard, rather than Florida standard based.

Comments: While providing a large amount of material, this textbook option provides the least preferable option, with bulky textbooks, inflexible lessons, and overly-generic content for slides and digital materials.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 3rd out of 3

Explain your rating: Textbook and instructional activities are too cumbersome physically and organizationally for both teachers and students. Overwhelming.

Online Evaluation Form Completed by: Priscilla Sauri

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Leslee Bryan	C10	<i>Leslee Bryan</i>
Gayle D May	WJH	<i>Gayle D May</i>
Zebula Pike	WJH	<i>Zebula Pike</i>
Amanda Watson	OPE	<i>Amanda Watson</i>
Lynne Chatee	CEB	<i>Lynne Chatee</i>
Mary Foster	OPJH	<i>Mary Foster</i>
Priscilla Sauri	LJH	<i>Priscilla Sauri</i>

*Need additional space? Use the back of this form.

**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course Biology

Publisher: Savvas Textbook/Program Title Experience Biology

Strengths: • Sequence of topics • Visual Display • Links in text to Resources • TE includes necessary supplemental material • Online resources are easily accessible and very useable

Weaknesses: No translations in audio only written text
No differing reading level options

Comments: This is a very good choice as it addresses all students and teachers regardless of level or experience


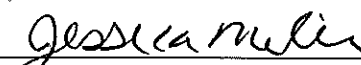
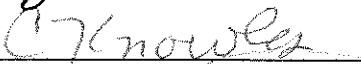
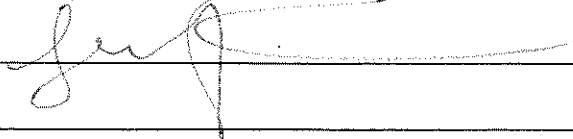
Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 1 out of 3

Explain your rating: This text and resource is visually appealing and includes all desired resources and would be use beneficial to all levels of teachers and students.

Online Evaluation Form Completed by: _____

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Sandra Tyson	CVA	
Jessica Miller	OPH	
Celena Knowles	FIH	
Yasmin Petrucci	FIH	

*Need additional space? Use the back of this form.

**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 9-12 Biology

Publisher: Nat. Geo. Textbook/Program Title Biology

Strengths: The book included numerous real world connections, CERs & graphs. It also had connections to Math & ELA. The leveled text option would be very useful for low readers.

Weaknesses: The order of topics was odd. The readability on the physical book was not as visually pleasing as other books.

Comments: _____

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 2 out of 3

Explain your rating: Its a decent choice, but not as good as SAVVAS (Miller & Levine)

Online Evaluation Form Completed by: Jessica Miller

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Jessica Miller	CPH	Jessica Miller
Celena Knowles	FIH	C Knowles
Yasmin Petrucci	FIH	[Signature]
Sandra Tyson	CVA	[Signature]

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**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course _____

Publisher: McGraw Hill Textbook/Program Title Florida Biology

Strengths: Provides great support for using the SE model.

Weaknesses: The teacher edition does not include the student edition and the pages don't match. Also, the content is not well aligned with FL benchmarks.

Comments: This is our last choice.

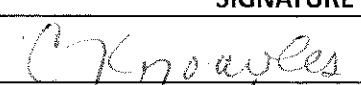
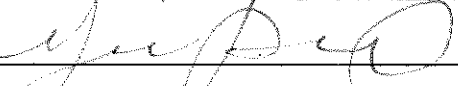
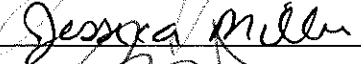
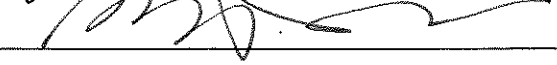
Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 3 out of 3

Explain your rating: This was weakest of the 3 choices.

Online Evaluation Form Completed by: Celena Knowles

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Celena Knowles	FIH	
Yasmin Petrucci	FIH	
Jessica Miller	OPH	
Sandra Tyson	CVA	

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**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 9-12 Chemistry

Publisher: McGraw Hill Textbook/Program Title Florida Chemistry

Strengths: Good customizable content. Good ESE/ELL support.

Weaknesses: Practice problems and questions mostly online. Not easily accessible.

Comments: Covers all content and is customizable for individual instructors / learners.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 1 out of 3

Explain your rating: Best option of the three presented.

Online Evaluation Form Completed by: Craig Martin

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Matthew Ely	FIH	<i>[Signature]</i>
Craig Martin	OPH	<i>[Signature]</i>
Ray Price	OPH	Ray M. Price

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**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 9-12 Chemistry

Publisher: SAVVAS Textbook/Program Title Experience Chemistry

Strengths: Storylines present cohesive examples.

Weaknesses: Lack of foreign language support. Storyline format difficult to customize.

Comments: This textbook uses storylines rather than chapters making it difficult to modify for individual instructional needs.

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 2 out of 3

Explain your rating: _____

Online Evaluation Form Completed by: Matthew Ely

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Matthew Ely	FIH	<i>[Signature]</i>
Craig Martin	OPH	<i>[Signature]</i>
Ray Price	OPH	Ray M. Price

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**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 9-12 Chemistry

Publisher: Cengage Textbook/Program Title World of Chemistry
(Nat Geo)

Strengths: Good pictures. Questions within text

Weaknesses: Order of presentation. Lack of other language support.

Comments: Pretty book - maybe more suitable

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 3 out of 3

Explain your rating: Much good content but strange content order. Lack of other language support.

Online Evaluation Form Completed by: Craig Martin

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Matthew Ely	FIH	<i>[Signature]</i>
Craig Martin	OPH	<i>[Signature]</i>
Ray Price	OPH	Ray M. Price

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**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 9 ENV. science
Savvas Learning FL Environmental science
 Publisher: Company LLC Textbook/Program Title Your World Your Turn e2025

Strengths: Well organized and easy to follow both text and online resources. Sections broken into manageable chunks for lower level students. Online resources

Weaknesses: Online resources not as robust, but are adequate.

Comments: Excellent resource that aligns with standards.

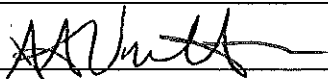

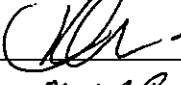
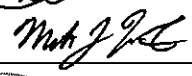
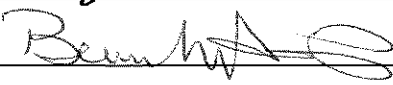
Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 1 out of 3

Explain your rating: more student friendly for our standard level students.

Online Evaluation Form Completed by: Beverly Agui

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Alicia Van Horn	MHS	
Virginia Pickett	CVA	
Kelly Mornz	FLH	
MATTHEW FETZNER	FIHS	
Beverly Agui	OPHS	

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**Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form**

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 9/Environmental

Publisher: National Geographic Learning/Cengage Textbook/Program Title National Geographic Environmental Science Sustaining Your World, 1st Edition

Strengths: Well organized and supported resources. Mindtap allows many languages and editability for all levels. The Student Companion notebook is a useful tool.

Weaknesses: Very high academic reading level; Content is not chunked for lower level learners

Comments: Excellent resource that functions well with the Clay Co. curriculum resources.

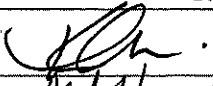


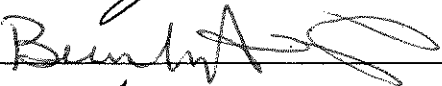

Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 2 out of 3

Explain your rating: Excellent resource but higher level of reading

Online Evaluation Form Completed by: Kelly Morris

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Kelly Morris	FIH	
Aliya Van Horn	FIH MTH	
MATTHEW FETZNER	FIHS	
Beverly Aquil	OPHS	
Virginia Pickett	CVA	

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Clay County District Schools Instructional Materials Adoption
Preselection Committee - Summary Recommendation Form

Complete this form for each set of materials after review with the evaluation rubric.

Adoption: 2023-2024 K-12 Science Adoption Reviewed for Grade Band or Course 9/ENV. Science

Publisher: McGraw Hill LLC Textbook/Program Title McGraw Hill Florida Principles of Environmental Science

Strengths: Aligns with standards with smartbook

Weaknesses: Difficult to navigate online and no hard copies given.

Comments: least favorite

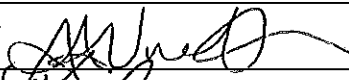
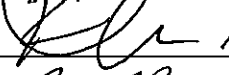
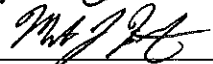
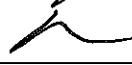
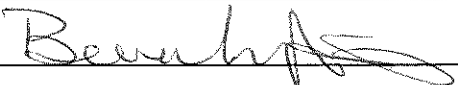
Committee Consensus:

OVERALL rating of this material compared to others reviewed for this course: 3 out of 3

Explain your rating: Of the 3 choices this book was the least appropriate for Clay Co resources as it did not provide the best quality academic availability

Online Evaluation Form Completed by: Beverly Agui

Committee Members:

PRINTED NAME	SCHOOL	SIGNATURE
Alicia Van Horn	MHS	
Kelly Morris	FIH	
MATTHEW FETZNER	FIHS	
Virginia Pickett	CVA	
Beverly Agui	OPHS	

*Need additional space? Use the back of this form.

Clay County District Schools

2023-2024 Grades K-12 Science Textbook Evaluation Rubric

Publisher: _____ Textbook Title: _____

Grade Band/Content Area: _____

The purpose of this evaluation rubric is to fairly and objectively evaluate the materials provided by the publishers found on the State Adoption List. The materials should assist the teacher in planning for lessons that deliver the content in a variety of engaging and effective methods that meet the needs of all learners. The materials should also assess the student learning and be aligned to the benchmarks and standards assessed for each grade band or content area.

Rating Scale Defined: 1 Does not meet the Standards 2 Somewhat meets the Standards 3 Meets the Standards 4 More than meets the Standards 5 Far exceeds Standards

1. CONTENT	RATING	COMMENTS
1.1 Lessons are aligned to grade level Florida Science Standards.	1 2 3 4 5	
1.2 The cognitive complexity of content matches the grade level standard and clarifications.	1 2 3 4 5	
1.3 The amount of content presented at one time, or the pace at which it is presented, allows students to perceive and understand it.	1 2 3 4 5	
1.4 There are multiple representations of science concepts, skills, and relationships (graphs, charts, maps, etc.).	1 2 3 4 5	
1.5 The content make connections to the student's real-world context in order to make it more meaningful.	1 2 3 4 5	
1.6 Interdisciplinary connections made within the content.	1 2 3 4 5	
1.7 The online technology component correlates to both content and standards.	1 2 3 4 5	
1.8 The sequence of learning is educationally sound, and developmentally appropriate.	1 2 3 4 5	
1.9 The portrayal of gender, ethnicity, age, work situations, cultural, religious, physical, and various social groups are fair and unbiased.	1 2 3 4 5	
Section Subtotal:		
2. PRESENTATION	RATING	COMMENTS
2.1 The order of the content (e.g. chapters/modules) is customizable by the district to align to the benchmarks.	1 2 3 4 5	
2.2 The components and materials available for the teacher are easy to use.	1 2 3 4 5	
2.3 Resources are complete enough to address the learning target without requiring the teacher to prepare additional materials.	1 2 3 4 5	
2.4 The text is supported by text features such as table of contents, index, goals/objectives, outlines, embedded vocabulary and checklists.	1 2 3 4 5	

2.5 The text is supported by data literacy features such as graphs, data charts, data analysis opportunities.	1 2 3 4 5
2.6 Student resources are complete, labeled correctly and provide directions that are easily followed.	1 2 3 4 5
2.7 Technology-rich resources do NOT rely on the purchase of additional software or materials.	1 2 3 4 5
2.8 The materials (primary and ancillary) are integrated with one another.	1 2 3 4 5
2.9 The materials will likely hold up for a 5-year adoption, without undue burden on teachers to replenish supplies.	1 2 3 4 5
2.10 The materials are designed for practical classroom use and storage.	1 2 3 4 5
2.11 Student facing materials are offered in multiple languages.	1 2 3 4 5
Section Subtotal:	
3. INSTRUCTIONAL FOCUS (LEARNING)	
	RATING
3.1 The materials specify and address prerequisite knowledge and/or skills necessary to the learning of the new concept.	1 2 3 4 5
3.2 The activities, tasks or approaches within the lessons are challenging, thought-provoking and stimulates intellectual curiosity.	1 2 3 4 5
3.3 The materials provide guidance and support to help students safely and successfully take ownership of their learning.	1 2 3 4 5
3.4 The materials provide resources to foster student discourse and scientific discussion.	1 2 3 4 5
3.5 Scaffolding resources are provided through organized routines, advanced organizers, prompts, step-by-step instructions, immediate and corrective feedback, and opportunities for discovery.	1 2 3 4 5
3.6 The lessons include activities ranging from basic skills/concepts to applications (Cognitive Complexity/DOK).	1 2 3 4 5
3.7 The teacher is alerted in the TE as to common mistakes, biases, and/or misconceptions.	1 2 3 4 5
3.8 The readability level and vocabulary development is appropriate.	1 2 3 4 5
Section Subtotal:	
	COMMENTS

4. ASSESSMENT	RATING	COMMENTS
4.1 The assessments are aligned to and coded to the state's standards, benchmarks, and clarifications for the subject, grade level and learning outcomes.	1 2 3 4 5	
4.2 The assessments are offered in multiple languages.	1 2 3 4 5	
4.3 There is auditory support available in multiple languages.	1 2 3 4 5	
4.4 There are a variety of assessments for each chapter or unit including: multiple choice, open response, and interactive labs that assess the complexity of the benchmark.	1 2 3 4 5	
4.5 There are formative and summative assessments ranging from diagnostic to evaluative.	1 2 3 4 5	
4.6 There are materials that provide guidance to respond to formative and summative assessment data.	1 2 3 4 5	
4.7 There are electronic assessments aligned and coded to standards, chapters, or units, that can be customized by the teacher including items from test banks.	1 2 3 4 5	
4.8 There is an accessible test bank for teachers to create assessments with items aligned and coded to standards.	1 2 3 4 5	
4.9 There are resources and guidelines for alternate assessments, answer guides, sample project guides, rubrics, etc., provided for teachers.	1 2 3 4 5	
Section Subtotal:		
5. TEACHER SUPPORT MATERIALS	RATING	COMMENTS
5.1 The teacher's edition (TE) is well organized, comprehensive, and easy to use.	1 2 3 4 5	
5.2 In the teacher's edition (TE), the materials define and encourage the use of high expectations and critical thinking skills in clear alignment with the 5 E Lesson Model.	1 2 3 4 5	
5.3 The teacher support materials provide background and content knowledge.	1 2 3 4 5	
5.4 The teacher's edition (TE) includes suggestions for demonstrating and/or modeling skills and concepts.	1 2 3 4 5	
5.5 The teacher's edition (TE) includes labs, demonstrations, and hands on activities for students.	1 2 3 4 5	
5.6 There are prescriptive remediation materials provided that are aligned with the assessments and can be used to diagnose student achievement gaps.	1 2 3 4 5	
5.7 There are sample questions included to guide higher order thinking and student discourse.	1 2 3 4 5	

5.8 The supplementary materials (manuals, workbooks, online resources, lab manuals, etc.) provide remediation and enrichment resources that align to learning targets.	1 2 3 4 5	
5.9 The teacher support materials provide a balance of online and print resources for scaffolding.	1 2 3 4 5	
5.10 The ancillary materials support lesson planning as well as whole and small group teaching and learning.	1 2 3 4 5	
Section Subtotal:		
6. ACCESSIBILITY FOR ELL AND SWD STUDENTS		
6.1 The text is offered in multiple languages in print and online.	1 2 3 4 5	
6.2 The supplemental resources are offered in multiple languages.	1 2 3 4 5	
6.3 The teacher resources provide sensory, graphic, and interactive supports relevant to concept attainment for students to advance within benchmarks.	1 2 3 4 5	
6.4 The supplemental materials identify essential points of instruction to support science education for students with disabilities.	1 2 3 4 5	
6.5 The teacher resources provide scaffolding supports for both ELL and SWD students.	1 2 3 4 5	
6.6 Text-to-speech tools are included or text can be selected and used with text-to-speech utilities.	1 2 3 4 5	
6.7 Assistive technology software can be run in the background for assignments and assessments (examples include magnification, text-to-speech software, text-to-American Sign Language software, text-to-Braille software, on screen keyboards, and speech-to-text computer control).	1 2 3 4 5	
6.8 All videos are captioned in English and multiple other languages.	1 2 3 4 5	
Section Subtotal:		
CATEGORY TOTALS		
You are not required to tally the points, the Google Form will do that for you.		Total Points
1. CONTENT	45	
2. PRESENTATION	55	
3. INSTRUCTIONAL FOCUS (LEARNING)	40	
4. ASSESSMENT	45	
5. TEACHER SUPPORT MATERIALS	50	
6. ACCESSIBILITY FOR ELL AND SWD STUDENTS	40	
Total	275	

DRAFT

April 4, 2024 - Regular School Board Meeting

Title

C1 - Minutes of School Board Special Meeting and School Board Workshop on February 27, 2024; Student Discipline Hearings and Regular Meeting on March 7, 2024

Description

Florida Statute 1001.42(1) requires the superintendent, as secretary, to keep such minutes and records as are necessary to set forth clearly all actions and proceedings of the school board. The minutes of each meeting shall be reviewed, corrected if necessary, and approved at the next regular meeting; provided that this action may be taken at an intervening special meeting if the board desires.

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Approve minutes as submitted.

Contact

David S. Broskie, Superintendent of Schools, david.broskie@myoneclay.net; Bonnie O'Nora, Board Assistant

Financial Impact

None

Review Comments

Attachments

- 📎 [2024 Feb 27 Special Mtg.pdf](#)
- 📎 [2024 Feb 27 Workshop.pdf](#)
- 📎 [2024 Mar 7 Student Hearings.pdf \(Confidential\)](#)
- 📎 [2024 Mar 7 Regular Mtg.pdf](#)



School Board of Clay County

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

February 27, 2024 - School Board Special Meeting

Date: Feb 27 2024 (9:00 a.m.)

Invocation (Ashley Gilhousen)

Call to Order (Present: Erin Skipper, District 1; Mary Bolla, District 2; Beth Clark, District 3, Michele Hanson, District 4; Ashley Gilhousen, District 5; and Superintendent David S. Broskie)

Agenda Items

[1. Interlocal Agreement Between the School Board of Clay County, Florida and the Board of County Commissioners of Clay County, Florida - \(Funding for Transition of School Resource Officers to CCSO\)](#)

[CCSB Interlocal Transition 2.22.24 Final.pdf](#)

[Exhibit A to Interlocal Transition.pdf](#)

Minutes:

Prior to voting on this item, School Board Attorney Jeremiah Blocker provided clarification on a slight revision and Chair Gilhousen read the following statement into the record:

"Counsel for the Board of County Commissioners has requested a revision to the Interlocal Agreement between the School Board of clay County and the board of County Commissioners of Clay County, Florida. Specifically, paragraph 7 has been revised to delete the phrase "through its Comptroller" so that the obligations under the agreement remain strictly between the School Board and the County and do not involve another constitutional office."

Motion

Motion to Approve Interlocal Agreement Between the School Board of Clay County, Florida and the Board of County Commissioners of Clay County, Florida

Vote Results (Approved)

Motion: Mary Bolla

Second: Beth Clark

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Beth Clark

- Aye

Michele Hanson

- Aye

Erin Skipper

- Aye

[2. Approve Contract for Legal Services between the School Board of Clay County, Florida and the Douglas Law Firm](#)

[2_12_2024 Contract For Legal Services CTD signature \(002\).pdf](#)

Minutes:

Mrs. Clark requested that this contract be reviewed again in six months and there was consensus among the board to do so.

Mrs. Gilhousen proposed reviewing evaluation tools, one specific to the board and one specific to the superintendent.

Superintendent Broskie indicated this is the next evolution in this process and feels positive about the direction being taken.

Mrs. Bolla wants to ensure the many district needs are being addressed.

Motion

Motion to Approve Contract for Legal Services between the School Board of Clay County, Florida and the Douglas Law Firm

Vote Results (*Approved*)

Motion: Michele Hanson

Second: Mary Bolla

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Beth Clark

- Aye

Michele Hanson

- Aye

Erin Skipper

- Aye

Presentations from the Audience

[3. Public Comment](#)

Minutes:

Public speakers:

- Carol Papuga
- Kelly Robertson
- Kim Lanoux
- Christie Torode
- Joette Alt Revels
- Jeanette DiRocco
- Michelle Bowman

Superintendent Comments (None)

School Board Attorney Comments (None)

School Board Comments

[4. School Board Member Comments](#)

Minutes:

Mrs. Bolla thanked the media specialists for their insights and offered her apologies for not having included them previously.

Mrs. Hanson remarked on the necessity of stakeholder feedback and her efforts to put media specialists at the forefront of policy and procedural decisions. She noted the mishandling of representation and communication of a brand new policy after the school year started and the burden that placed on media specialists, never having wanted to place the demands of the current process on a teacher. She indicated that other counties utilize technology to capture parents' decisions as they log into the parent portal. She believes the policy being presented today provides everything the media specialists want with the exception of an opt-in option. She indicated that her work on the policy was written for them and is about them, with collaboration from the district.

Mrs. Clark also appreciated the time taken by the media specialists today to attend the meeting.

Adjournment (9:38 a.m.)

Superintendent of Schools

School Board Chair



School Board of Clay County

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

February 27, 2024 - School Board Workshop

Date: Feb 27 2024 (9:10 a.m.)

Invocation (Given at preceding Special meeting)

Call to Order (Present: Erin Skipper, District 1; Mary Bolla, District 2; Beth Clark, District 3, Michele Hanson, District 4; Ashley Gilhousen, District 5; and Superintendent David S. Broskie)

Workshop Items

[1. Neola Presentation](#)

Minutes:

Superintendent Broskie introduced Annette Martinson and Tom Wittmer, Neola, who provided an overview of services Neola offers to facilitate the development of board bylaws and policies, as well as administrative guidelines/procedures and forms. District staff would work with Neola to develop policies that ensure compliance with state statutes, and Neola will update policies twice per year based on changes in state and federal statutes as necessary. Neola will work directly with board members as policies pertaining to board governance are addressed. A series of templates that may be used as a starting point are provided, with options for choices of direction to arrive at a unique policy. Neola will provide BoardDocs access through the development of policies and then following their finalization, adoption, and publication to the OneClay website.

[2. Penda Presentation](#)

[Penda Board Workshop Presentation.pdf](#)

Minutes:

Katie Ruelas, Science Curriculum Specialist, provided an overview (attached) of Penda, a supplemental science resource that provides support for small groups, Exceptional Student Education students, and English Language Learners students. Results of a teacher user survey, Penda usage data, and achievement statistics data were shared. State science benchmarks as well as the science instructional model were also reviewed, reflecting 83% of teachers want to continue using Penda for the 2024-2025 school year.

Mrs. Bolla inquired about the work progress of students who may not be able to finish the assignment during their class time and was advised the progress is saved so students may resume where they left off. Mrs. Bolla appreciates the differentiated instruction and the ability for students to start on the proper level, be tested for mastery, and move on through their achievements.

Mrs. Skipper asked if there are tests that allow students to practice and was advised there are baseline, mid-year, and mock assessments in subject areas for students to take a practice test similar to what they will take in Synergy. Mrs. Skipper would like a year-to-date, side-by-side screenshot of all programs and the screen time for each program. Mrs. Gilhousen indicated caution should be exercised in the reading and analysis of this data because not all classrooms utilize the program. Mrs. Hanson questioned the amount of technology the district has in relation to the time students spend on the technology.

Mrs. Hanson expressed concern about the program being utilized appropriately, stating that some teachers use this program for a graded homework assignment and as an independent learning tool without employing pre-taught lessons. Superintendent Broskie indicated that this is a supplemental resource tool with standards embedded vertically across the curriculum, one piece of the entirety of science curriculum, and that professional development will include additional guidance for this program.

Following this presentation, a recess was taken at 10:39 a.m. and the meeting resumed at 10:53 a.m.

[3. Review of Draft Book Challenge Policy](#)

[02.23.2024 Clean Library Media Challenged Materials Policy .pdf](#)

[02.2024 Secondary Library Book Access Level Form.pdf](#)

[02.2024 Elementary Library Book Access Level Form .pdf](#)

[Elementary Library Book Access Levels.pdf](#)

[Secondary Library Book Access Levels \(3\).pdf](#)

[02.2024 CCDS Specific Material Objection Form 6A-7.0714 .pdf](#)

[Library Challenge Process Flow Chart \(1\).pdf](#)

[School Board Presentation Book Challenge .pdf](#)

Minutes:

Superintendent Broskie introduced Jennifer Collins, Supervisor of School Improvement and Leadership Development, and Dr. Cynthia Johnson, Supervisor of Instructional Resources, who reviewed the attached visual presentation re the draft Challenged Materials Policy - Reconsideration or Review of Library Materials.

Mrs. Hanson indicated her disappointment that the presentation did not represent her work over the past six months. She stated that she refuses to give up informed parental consent and indicated that the documents presented reflect all opt-out, which she stated is not informed consent, and stressed the need to make parents aware of the potential for there being materials in school libraries that are not appropriate for students. With regards to the amount of work placed on media specialists in an opt-in policy, she suggests using technology to make it easier for media specialists, requiring parents to make informed consent through the portal, with parents being aware that there are themes in the libraries that may not be appropriate for all families.

Mrs. Skipper stated that all parents do not always know about content and she also supports utilizing technology to have all forms be electronic. She asked Mr. Blocker if the proposed community standards could be implemented for future purchasing by the media specialists, and Mr. Blocker confirmed these standards may be applied to purchasing. Mrs. Hanson indicated there is a well-defined rubric for purchasing that included media specialists' input as well as examples for all categories.

Mrs. Bolla expressed hesitation about community standards but appreciates books being flagged with mature themes.

Mrs. Clark expressed concern with parents who don't speak English and received confirmation that Clay County Schools utilizes software to provide translation for the information.

Media specialists in attendance then posed questions:

- How can a love of learning be fostered with barriers?
- What about students who don't have the ability to go to a public library?
- Where is the trust in media specialists to purchase and label appropriate books that challenge students while keeping them safe?
- How can the inability of some parents to fill out a form be managed?

Mrs. Skipper confirmed with Mr. Blocker that a disclaimer could be utilized to meet the requirement for informed consent, and Mr. Broskie indicated that the disclaimer could be added.

Additional discussion and clarification re general, general unlimited, and limited access occurred. Mr. Broskie requested direction from the board re moving forward to advertise the proposed policy while work continues to occur on related procedures. Board consensus was to move forward with advertising the proposed policy changes.

4. 2024-2025 Proposed Allocations

[FINAL 2024-25 Staff Allocation PPT.pdf](#)

Minutes:

Superintendent Broskie reviewed the attached presentation and allocation package presented to board members under the guiding principles of stability, fiscal conservativeness, flexibility, and transparency which incorporates student projections. An overall summary of proposed allocation changes at all schools and district offices was provided, including the financial impact of recommended allocations.

Dr. Melanie Sanders, Director of Exceptional Student Education, responded to Mrs. Hanson's question re the distribution of school site specialists and the proposed new service model for schools to receive increased, focused ESE services.

Dr. Susan Legutko, Assistant Superintendent of Business Affairs, discussed the reorganization of one of her departments and additional oversight in a second department, indicating more support is needed to provide clear oversight of school internal accounts activities and Employee Benefits and Risk Management will be restructured under one supervisor of both areas.

Mrs. Clark commented on Clay being one of two counties nationwide with a large number of military ESE families being directed to Clay schools for services.

Mrs. Skipper asked about the support for early literacy as one of the strategic plan goals, inquiring specifically about supplementing assistance within the K-3 classrooms and expanding the use of small groups to strengthen early literacy support. Mr. Broskie advised Clay now has an early literacy department to provide those resources to students and that the adoption of science and reading materials is an additional step in the right direction. Heather Teto, Chief of Elementary Education, indicated that a stronger component of the Multi-Tiered System of Supports (MTSS) is being established to facilitate problem-solving and educate teachers by providing the necessary tools. Jennifer Shepard, Director of School Improvement and Professional Learning, indicated there are twelve personnel on the K-12 literacy team for support.

[5. Review Draft Agenda for Regular School Board Meeting on March 7, 2024](#)

[March-7-2024-regular-school-board-meeting_agenda_packet.pdf](#)

Minutes:

Superintendent Broskie noted that the Neola contract, if approved on the March agenda, would allow the process of policy revision to begin in April. Mr. Blocker will be attending the policy workshops along with designated staff and recommends the two-year contract option to align with the anticipated length of the process.

Mr. Broskie also pointed out the job descriptions contained on the personnel consent agenda that correlate with several of the proposed new allocations.

Questions from the Audience (None)

Superintendent Comments (None)

School Board Attorney Comments

[6. School Board Attorney Comments](#)

Minutes:

Jeremiah Blocker, School Board Attorney, thanked the board for its patience as business is addressed and extended appreciation to Mrs. Hanson for her work on the library media book policy.

School Board Comments

[7. School Board Member Comments](#)

Minutes:

Mrs. Skipper requested that focus be given for media specialists to begin purchasing books again. Mr. Broskie indicated that once clear community standards are established and adopted, purchasing may resume. Replacement books and research materials may be purchased immediately.

Adjournment (1:30 p.m.)

Superintendent of Schools

Board Chair



School Board of Clay County

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

March 7, 2024 - Regular School Board Meeting

Date: Mar 07 2024 (6:00 p.m.)

Student Showcase (Keystone Heights Jr./Sr. High School Band and Advanced Guitar Class, Justin Coker and David Golden, Music Teachers)

Invocation (Pastor Greg Larson, First Baptist Church Keystone Heights)

Pledge of Allegiance (Ashley Gilhousen)

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

Recognitions and Awards

[1. Recognize Outstanding 2023 - 2024 School Volunteers](#)

Minutes:

Superintendent Broskie recognized the 2023-2024 Outstanding School Volunteers as follows:

- Tyler Davies, Outstanding Youth Volunteer (Orange Park High)
- Jaime Russell, Outstanding Volunteer (Middleburg High)
- David Everington, Outstanding Senior Volunteer (Doctors Inlet Elementary)

[2. Recognition of 2023-2024 School Related Employee of the Year Teacher of the Year, and Rookie of the Year](#)

Minutes:

Gi Teevan, Michael Rathjen, and Terry Hicks, Executive Committee, Clay Education Foundation, recognized employees of the year as follows:

- Robin Campbell, Teacher of the Year (WJH)
- Philip Turturro, Support Related Employee of the Year (DIS)
- Allison Sanders, Rookie Teacher of the Year (KHE)

[3. Clay Education Foundation Recognition of Mrs. Bolla, Board Member](#)

Minutes:

Gi Teevan, Michael Rathjen, Jennifer Young, and Terry Hicks, Executive Committee, Clay County Education Foundation, recognized Mary Bolla, District 2 Board Member for her service to Clay Education Foundation over the past eight (8) years.

Presenters (None)

School Showcase (Keystone Heights Jr./Sr. High School, Laurie Burke, Principal)

Presentations from the Audience (Public Comment)

[4. Public Comment](#)

Minutes:

Public speakers:

- Evelyn D. Hillman
- Shannon Hube
- Holly Bishop
- Constance Higginbotham
- Bruce Friedman
- Judith Chapple
- Adam Warren
- Tanya Kacsan

Discussion Agenda

Human Resources

[5. D1 - Human Resources Special Action A](#)

Special Action A 03072024.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action A

Vote Results (Approved)

Motion: Mary Bolla

Second: Michele Hanson

Ashley Gilhousen

Mary Bolla

Beth Clark

Michele Hanson

Erin Skipper

- Aye
- Aye
- Aye
- Aye
- Aye

[6. D2 - Human Resources Special Action B](#)

Special Action B - 03072024.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action B

Vote Results (Approved)

Motion: Michele Hanson

Second: Beth Clark

Ashley Gilhousen

Mary Bolla

Beth Clark

Michele Hanson

Erin Skipper

- Aye
- Aye
- Aye
- Aye
- Aye

[7. D3 - Human Resources Special Action C](#)

Special Action C - 03072024.pdf (Confidential)

Motion

Motion to Approve Human Resources Special Action C

Vote Results (Approved)

Motion: Mary Bolla

Second: Erin Skipper

Ashley Gilhousen

Mary Bolla

Beth Clark

Michele Hanson

- Aye
- Aye
- Aye
- Aye

8. D4 - Human Resources Special Action D

Minutes:

There was no Human Resources Special Action D.

9. D5 - Human Resources Special Action E

Minutes:

There was no Human Resources Special Action E.

10. D6 - Human Resources Special Action F

Minutes:

There was no Human Resources Special Action F.

Business Affairs

11. D7 - 2024-2025 Allocation Package Pending Board Approval

2024-25 Allocation Plan Pending Board Approval 03-07-24.pdf

2024-25 Allocation Plan - Post Workshop Revisions.pdf

Motion

Motion to Approve 2024-2025 Allocation Package

Vote Results (*Approved*)

Motion: Mary Bolla

Second: Michele Hanson

Ashley Gilhousen

Mary Bolla

Beth Clark

Michele Hanson

Erin Skipper

- Aye

- Aye

- Aye

- Aye

- Aye

Consent Agenda

Superintendent

12. C1 - Minutes of School Board Workshop on January 23, 2024; Student Discipline Hearings and Regular Meeting on February 1, 2024

2024 Feb 1 Student Hearings.pdf (Confidential)

2024 Jan 23 Board Workshop.pdf

2024 Feb 1 Regular Meeting.pdf

13. C2 - Proclamation #24-12, Clay County Agricultural Fair

Proclamation 24-12 2024 Clay County Fair.pdf

Information Technology Services

14. C3 - Endpoint and Network Security

240127 GovConnect (SentinelOne Products).pdf (Confidential)

Executed 240127 SentinelOne.pdf

Human Resources

15. C4 - Personnel Consent Agenda

[Personnel Consent Agenda_03 07 2024.pdf](#)

[16. C5 - Appointment of Clay County School Board's CCEA and CESPBA Bargaining Team Members for 2024-2025
2024-2025 District Bargaining Team Members.pdf](#)

Instruction-Academic Services

[17. C6 - Elementary Student Out of State Travel](#)

[LAE FIELD TRIP OUT OF STATE.pdf](#)

[OPE FIELD TRIP OUT OF STATE.pdf](#)

[DOE FIELD TRIP OUT OF STATE.pdf](#)

[18. C7 - K-12 Academic Services Out of State and Overnight Student Travel](#)

[March 2024 Student Travel.pdf](#)

[19. C8 - Proposed AMIkids-Clay County Employee and Student Calendar for 2024-2025 School Year](#)

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

[20. C9 - Proposed PACE Employee and Student Calendar for 2024-2025 School Year](#)

[Pace Clay 2024-2025 Academic Calendar.pdf](#)

[21. C10 - School Improvement Plan Approval](#)

[SJCFI.pdf](#)

[SJCOP.pdf](#)

Instruction-Adult Education

[22. C11 - Memorandum of Understanding between School Board of Clay County and Clay County Sheriff's Office](#)

[MOU School Board of Clay Cty and Clay County Sheriff's Office.pdf](#)

[Executed MOU CCSO and CCDS.pdf](#)

Instruction-Reading/Library Media

[23. C12 - Approval to Advertise Revisions to the CHALLENGED MATERIALS POLICY- RECONSIDERATION OR REVIEW OF LIBRARY MATERIALS](#)

[Legal Advertisement Notice of PH for Proposed Challenged Materials Policy-Reconsideration or Review of Library Materials.pdf](#)

[04.2024 Proposed Challenged Materials Policy-Reconsideration or Review of Library Materials.pdf](#)

Instruction-Climate and Culture

[24. C13 - Proclamation #24-13 to Establish School Social Work Week](#)

[2024 School Social Work Week Proclamation.pdf](#)

Business Affairs

[25. C14 - Proposed Allocation Changes for 2023-2024](#)

[03.07.24 - 23-24 Allocation Summary.pdf](#)

Business Affairs-Accounting

[26. C15 - Monthly Financial Reports for January, 2024](#)

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

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

[Contracts Signed by Superintendent \\$50,000 to \\$100,000.pdf](#)

[27. C16 - Budget Amendment Report for January 31, 2024](#)

[23-24 Budget Amendment January 2024.pdf](#)

Business Affairs-Property

[28. C17 - DELETION OF CERTAIN ITEMS REPORT FEBRUARY, 2024](#)

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

Business Affairs-Purchasing

[29. C18 - Contract Renewal - County-Wide Architectural Services up to \\$4 Million Contract Award](#)

[30. C19 - BID Award](#)

[31. C20 - Contract Renewal - Independent Auditing Services](#)

[240134 Purvis Gray Renewal 19-BA-125.pdf](#)

[240134 Purvis Gray_signature_pages.pdf](#)

[32. C21 - Contract - Neola](#)

[240124 NEOLA Contract to be signed 3.4.2025.pdf](#)

Operations-Facilities

[33. C22 - Prequalification of Contractors](#)

[Table for Board Backup Contractor Prequal, 3.7.24](#)

[34. C23 - Middleburg High School Restroom Renovations Contract Award](#)

[Contract for MHS Restroom Renovations](#)

[35. C24 - Schematic/Preliminary/Final \(Phase I, II, and III\) Plans and Specifications for Wilkinson Junior High School Fire Alarm Replacement](#)

[36. C25 - Lakeside Junior High School Restroom/Locker Room Renovations Contract Award](#)

[LSJ Restroom.Locker Room Renovations Contract.pdf](#)

[37. C26 - Classroom Addition Oakleaf Junior High School Construction Manager Contract Award](#)

[CCSD OLJ Classroom Addition PMC Signed.pdf](#)

[38. C27 - Classroom Addition Lake Asbury Junior High School Construction Manager Contract Award](#)

[CCSD LAJ Classroom Addition - CM Contract PMC Signed.pdf](#)

[39. C28 - Annual Florida Inventory of School Houses \(FISH\) Certification](#)

[FISH Certification 2024.pdf](#)

[40. C29 - Clay High School Parking Lot Renovation/Redesign Contract Award](#)

[CHS Parking Lot Renovation Contract.pdf](#)

[41. C30 - Change Order #3 for Clay High School Gym Renovations](#)

[CO #3 CHS Gym Renovations.pdf](#)

Adoption of Consent Agenda

[42. Adoption of Consent Agenda](#)

Minutes:

Mrs. Hanson noted that she and the district have been taking great care in developing a rubric that reflects community standards and will provide criteria re the purchasing of books, will provide guidance in the removal of inappropriate books based on community standards, and will guide individuals challenging books to ensure understanding of community standards.

Jeremiah Blocker, School Board Attorney, advised that the proposed policy is consistent with Florida statute and ensures there is informed consent and protection of parental rights.

Mrs. Hanson stated that informed consent means that parents are told what is known about the school libraries and that students are not allowed to check out books without informed parental consent. She has requested technology assistance via a form that would be in the parent portal for their required completion prior to a student stepping into a library, making parents aware of the possibility of

their student finding a book with inappropriate content. She stressed the need to spend time on making a concerted effort to clean up the libraries by reviewing all books.

Mrs. Skipper requested clarification re the ability of students to gain access to libraries on the first day of school, noting the previously discussed levels of access being offered but stating that parents must give informed consent and be aware of what their child may find in the library. Mrs. Hanson stated that parents must provide informed consent with the understanding that it is not known if all inappropriate books have been found and may still be in libraries. Mrs. Gilhousen pointed out that the questionable books found have been at the secondary level where media is no longer a class and students will not be taken by a teacher to the libraries.

Mr. Broskie stated that, at the conclusion of the workshop, it was his understanding that there are four (4) different types of access proposed from which parents may choose. Ideally the students will have parental permission forms but, if the student does not have that form, they will have general access to check out unflagged books. Mrs. Hanson indicated general access should only be with parent permission and informed consent. Mrs. Gilhousen noted this decision is a procedural one that can be worked out at the appropriate time. Mrs. Skipper requested and received assurance from Mr. Blocker that the policy is consistent with the law and that the delivery of that consent is a procedural issue.

Motion

Motion to Adopt Consent Agenda

Vote Results (Approved)

Motion: Erin Skipper

Second: Mary Bolla

Ashley Gilhousen

- Aye

Mary Bolla

- Aye

Beth Clark

- Aye

Michele Hanson

- Aye

Erin Skipper

- Aye

CCEA Update (Heather Weaver)

CESPA Update (None)

Superintendent's Update and Presentations

[43. Superintendent's Update](#)

Minutes:

Superintendent Broskie shared the attached visual presentation highlighting the following:

- Schools of the Month
- Superintendent's Super Students of the Month
- February's Highlights
- Art in Our Schools Month
- Upcoming Events

Mr. Broskie expressed appreciation to the board for their good intent and work on the book policy.

School Board Attorney Remarks

[44. School Board Attorney Comments](#)

Minutes:

Jeremiah Blocker, School Board Attorney, stated that there will be a board workshop and a shade meeting on 3/26/2024.

He further indicated that work continues on finalizing the operating agreement with the Clay County Sheriff's Office and that there will be additional agreements for long-range funding. Agreements will also be developed for the charter schools which will require both the charter school boards and CCSB to approve and work out a funding structure.

School Board Member Remarks

[45. School Board Member Comments](#)

Minutes:

Mrs. Clark regrets the amount of time spent discussing books and indicated she would like to talk about how to improve literacy comprehension. She wants students to have access to the libraries but noted Mrs. Hanson has brought out that books have not been reviewed for some years and vendors have sent inappropriate materials. She indicated this is not an issue of trust but of setting a policy and being able to work on a procedure for the best interests of students. She noted the recent Niche report indicating the safe and affordable community offered by Clay County as well as the excellent schools.

Mrs. Hanson commented on a speaker she states she heard at an FSBA conference who shared a study reflecting that what makes an educational community trust a school board is vigorous discourse at meetings. To that end, she requested workshop materials be made available sooner so she can analyze and ask informed questions re agenda items. Mrs. Skipper also supported receiving workshop presentations ahead of time to engage in more robust conversation.

Mrs. Gilhousen set forth the possibility of holding workshops a few days later to allow board members time to review all pertinent materials. Mr. Broskie indicated that he would provide a document outlining recurring large items to enable the board to be able to read the current version prior to addressing proposed revisions.

Mrs. Skipper thanked Mrs. Hanson and those who worked alongside her for their efforts on the media policy. She also wished a happy birthday to Coach Benton at Clay Hill Elementary.

Mrs. Bolla noted her desire to represent students as a board member, stressing the importance of being present and providing students a chance to shine at the many invitations received to attend school events. She recently visited a Clay Virtual Academy teacher and was able to observe the virtual academy labs that have dual enrollment and push into the secondary schools to help students gain credits in a variety of ways. She attended Oakleaf Jazz Night and a mock wedding event hosted by Fleming Island High hospitality program students. She visited a 2nd grade classroom at Spring Park Elementary that portrayed a wax museum of Black American history people, sharing the representation and facts of various Black American people from a 1st person perspective. She also enjoyed her first Battle of the Books this year at Orange Park Elementary.

Adjournment (8:02 p.m.)

Superintendent of Schools

School Board Chair

April 4, 2024 - Regular School Board Meeting

Title

C2 - Personnel Consent Agenda

Description

Florida Statutes, State Board Rules and Clay County School Board Policies require Board notification and/or action regarding decisions and recommendations of the Superintendent related to Personnel matters. Actions regarding personnel have been recommended by Supervisors, approved by the Superintendent and are being forwarded to the Board for action or, if appropriate, for information. Personnel Actions, Transfer Requests, Pre-employments, Leave Forms or Directives from the Superintendent are available for review in the Human Resources Division.

Gap Analysis

These personnel actions are necessary for the effective operation of the school district.

Previous Outcomes

The Clay County School Board has approved each month a Personnel Consent Agenda which contains appointments, re-appointments, transfers, redesignations, retirements, resignations, and conclude employments.

Expected Outcomes

Approval of the Personnel Consent Agenda.

Strategic Plan Goal

Goal 2: Enact a highly effective recruitment and professional development plan along with opportunities for growth and career development to ensure all students have access to a world class education to become life-long learners for success in a global and competitive workplace and in acquiring applicable life skills.

Strategy 2.1.1 Develop strategic partnerships with organizations and universities to source new talent for a diverse workforce that is effective and highly-qualified for non-instructional, instructional, and administrative positions throughout CCDS.

Strategy 2.1.3 Expand involvement in community-sponsored career fairs, providing the opportunity to recruit a diverse population to the multiple career paths within CCDS.

Strategy 2.1.4 Continue to streamline the application and onboarding process to successfully engage and hire quality applicants.

Strategy 2.1.5 Collaborate to strengthen CCDS' branding and marketing to increase the awareness and presence of career opportunities.

Recommendation

To approve the Personnel Consent Agenda.

Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources. (904) 336-6701 Brenda.Troutman@myoneclay.net

Financial Impact

Personnel changes involving already-allocated positions will result in salary impact per the current Board-approved Salary Schedule. This also includes supplemental positions. See current backup for allocation changes for impact of new positions.

Review Comments

Attachments

[Personnel Consent Agenda - April 4 2024.pdf](#)

DIVISION OF HUMAN RESOURCES
PERSONNEL CONSENT AGENDA
April 4, 2024
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II. <u>Job Descriptions and Supporting Documents</u>	
A. NONE	
III. <u>Instructional Actions</u>	
A. 2023-2024 Appointments	III-A, p. 1
B. 2023-2024 Reappointments	III-B, p. 1
C. 2023-2024 Redesignations	III-C, p. 1
D. 2023-2024 Transfers	III-D, p. 1
E. 2023-2024 Resignations/Retirements/Conclude Employment	III-E, p. 1-2
F. 2023-2024 Supplements	III-F, p. 1-3
G. 2023-2024 Pending Appointments	III-G, p. 1
H. 2023-2024 Out Of Field	III-H, p. 1
IV. <u>Instructional Miscellaneous Actions</u>	
A. 2023-2024 Summer School	IV-A. p. 1
B. 2023-2024 Community Education	IV-B. p. 1
C. 2023-2024 Adult Education	IV-C. p. 1
V. <u>Instructional Substitute Teacher Actions</u>	
A. 2023-2024 Substitute Teacher Approval (None)	V-A. p. 1
VI. <u>Support Actions</u>	
A. 2023-2024 Appointments	VI-A, p. 1-3
B. 2023-2024 Reappointments	VI-B, p. 1
C. 2023-2024 Redesignations	VI-C, p. 1
D. 2023-2024 Transfers	VI-D, p. 1
E. 2023-2024 Resignations/Retirements/Conclude Employment	VI-E, p. 1-2
F. 2023-2024 Supplements	VI-F, p. 1

I. Administrative Actions

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
WHITE, MELISSA LYNN SUPERVISOR OF MENTAL HEALTH 12 MONTH	CLIMATE AND CULTURE	Effective 2024-03-07 12 MONTH / Annual

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I. Administrative Actions

B. RE-APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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I. Administrative Actions

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignments</u>
DEELEY-ISAIS, CHRISTINA K SUPERVISOR 2, RISK MA 12 MONTH	Business Affairs	Effective 2024-03-08 / redesignated from / BAF COOR, RISK MANAGEMENT / 12 MONTH

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I. Administrative Actions

D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
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I. Administrative Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
MONTORO, BIANCA BLANCHE SLE ASST PRINCIPAL EL 12 MO 12 MONTH	Shadowlawn Elementary	Effective 2024-03-28 RESIGNATION
RAUCCI, STEPHANIE ANN BUILDING OFFICIAL 12 MONTH	OPERATIONS	Effective 2024-03-28 RESIGNATION
SCHUMACHER, DEBRA M SLE MGR SELF CONTAINED I CAFETERI	Shadowlawn Elementary	Effective 2024-05-31 RETIREMENT

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I. Administrative Actions

F. SUPPLEMENT

<u>Name/Assignment</u>	<u>Site</u>	
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III. Instructional Actions

A. APPOINTMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Contract</u>
BEBOUT, JULIANA SUSANNE LAE COUNSELOR, ELEM 10 MONTH	Lake Asbury Elementary	Effective 2024-02-22 10 MONTH / interim
BRIGHT, DESTINY DENISE KHE TEACHER, SC, KINDERGARTEN 10 MONTH	Keystone Heights Elementary	Effective 2024-02-29 10 MONTH / interim
ECKLOR, HEIDI ANN PREISCH AES MEDIA SPECIALIST, ELEM 10 MONTH	Argyle Elementary	Effective 2024-03-05 10 MONTH / interim
FITCHER, CYNTHIA ANN CHE TEACHER, VE/INCLUSION 10 MONTH	Clay Hill Elementary	Effective 2024-03-04 10 MONTH / interim
GELINAS, TINA MARIE POE VE SELF-CONTAINED-ASD 10 MONTH	Plantation Oaks Elementary	Effective 2024-02-22 10 MONTH / interim
HARRISON, KIMBERLY KINSEY KHE TEACHER, SC, THIRD GR 10 MONTH	Keystone Heights Elementary	Effective 2024-02-15 10 MONTH / interim
HUTCHINSON, ANDREW CEB TEACHER, SC, FIFTH GR 10 MONTH	Charles E. Bennett Elementary	Effective 2024-02-21 10 MONTH / interim
MITCHELL, ELIZABETH ANN LJH TEACHER, LANGUAGE ARTS, JH 10 MONTH	Lakeside Junior High	Effective 2024-02-16 10 MONTH / interim
RODERICK, RORY GARTH OHS TEACHER, DROPOUT PREV SH 10 MONTH	Oakleaf High School	Effective 2024-02-26 10 MONTH / interim

III. Instructional Actions

B. RE-APPOINTMENT

	Name/Assignment	Site	Contract
0.2	REYNOLDS JR, STEVEN MICHAEL KHH TEACHER, PHYS ED SH 11MO 11 MONTH	Keystone Heights High School	11 MONTH / Annual

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III. Instructional Actions

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Assignment</u>
REYNOLDS JR, STEVEN MICHAEL DEAN -SH 11-MONTH 11 MONTH	Keystone Heights High School	Effective 2024-01-04 / redesignated from / KHH TEACHER, PHYS ED SH 11MO / 11 MONTH

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III. Instructional Actions

D. TRANSFER

<u>Name/Assignment</u>	<u>Site</u>	<u>Previous Asslgnment</u>
FLAGG, PAMELA REGINA ACE CURR SPEC 12 MO 12 MONTH	Exceptional Student Education	Effective 2024-03-17 /transfer from / ESE STAFFING SPECIALIST 10 MO

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III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
	ARTHURS, ALLISON L OPH TEACHER, MUSIC, SH 10 MONTH	Orange Park High	Effective 2024-05-31 RETIREMENT
	BASKETTE, MICHAEL DUANE OPH TEACHER, FAMILY/CONSUMER 10 MONTH	Orange Park High	Effective 2024-05-31 RESIGNATION
	BENNER, KAYLEE NICOLE LJH TEACHER, LANGUAGE ARTS, JH 10 MONTH	Lakeside Junior High	Effective 2024-03-08 RESIGNATION
	BROOM, PATRICIA DIANNE MHS TEACHER, MATHEMATICS, SR 10 MONTH	Middleburg High	Effective 2024-05-31 RETIREMENT
	COWAN, ROLAND S OPH TEACHER, INDUSTRIAL ED 10 MONTH	Orange Park High	Effective 2024-05-31 RETIREMENT
0.6	ETHRIDGE, MICAH LEE OPH TEACHER, HEALTH SCIENCE ED 10 MONTH	Orange Park High	Effective 2024-05-31 RESIGNATION
	GAUL, JULIE MALONE LJH TEACHER, LANGUAGE ARTS, JH 10 MONTH	Lakeside Junior High	Effective 2024-05-31 RETIREMENT
0.9	GELINAS, TINA MARIE POE BEHAVIORAL HEALTH ASST 9 MON SU	Plantation Oaks Elementary	Effective 2024-02-21 RESIGNATION
	GONZALEZ HERNANDEZ, GEORGINETTE OPJ TEACHER, SCIENCE, JH 10 MONTH	Orange Park Jr High	Effective 2024-03-06 RESIGNATION
	GRIFFITH, STEVEN STANTON MHS TEACHER, SUPP FACIL, EBD 10 MONTH	Middleburg High	Effective 2024-05-31 RETIREMENT
	HAMRICK, SYDNEY MARISOL POE TEACHER, SC, SIXTH GR 10 MONTH	Plantation Oaks Elementary	Effective 2024-03-08 RESIGNATION
	HILTON, BRITTANY MARIE KHH TEACHER, VE/INCLUSION LNG TRM	Keystone Heights High School	Effective 2024-02-20 RESIGNATION
	LORENZO, NICOLE KRISTAN DOE TEACHER, SC, FOURTH GR 10 MONTH	Discovery Oaks Elementary	Effective 2024-03-22 RESIGNATION
	PIPPIN, RHONDA G FIE TEACHER, VE/INCLUSION 10 MONTH	Fleming Island Elementary	Effective 2024-05-31 RETIREMENT
	PROPPER, CHARLES DANA CHS TEACHER, MUSIC, SH 10 MONTH	Clay High	Effective 2024-05-31 RETIREMENT
	ROBERTSON, KELLY R WJH MEDIA SPECIALIST, JH 10 MONTH	Wilkinson Jr High	Effective 2024-05-31 RETIREMENT

III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective/Action</u>
ROWAN, KATHLEEN MARY MBE TEACHER, SC, SIXTH GR 10 MONTH	Middleburg Elementary	Effective 2024-05-31 RETIREMENT
RUSSELL, MICHELLE DENISE OVE TEACHER, SC, SIXTH GR 10 MONTH	Oakleaf Village Elementary	Effective 2024-03-08 RESIGNATION
SHAFFER, DEANNA GAIL POE TEACHER, VE/INCLUSION 10 MONTH	Plantation Oaks Elementary	Effective 2024-05-31 RESIGNATION
SMITH, SHERMAN C OPH TEACHER, INDUSTRIAL ED 10 MONTH	Orange Park High	Effective 2024-05-31 RESIGNATION
WALKER, MEGHAN DEARING MHS TEACHER, SUPP FACIL 10 MONTH	Middleburg High	Effective 2024-02-20 RESIGNATION
WOODY, BETHANI VERONICA DAWN OPH TEACHER, VE/INCLUSION 10 MONTH	Orange Park High	Effective 2024-02-29 RESIGNATION

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III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	ALLEN, KYLE L CHS DEPT HEAD (11-16 SUPPLEME	Clay High	Resignation
	ALVAREZ, LEAVY JAKOB- GATOR MHS FOOTBALL ASST HS 25% SUPPLEME	Middleburg High	Appointment
	BORDEN, MALLORY LYNN MHS SOFTBALL FP HD JV SUPPLEME	Middleburg High	Appointment
	BUCKLEW, BAIRE J FIH SOFTBALL FP HD JV SUPPLEME	Fleming Island High School	Appointment
	BURKE II, MARVIN AUSTIN CHS FOOTBALL ASST HS 25% SUPPLEME	Clay High	Appointment
	COPELAND, TASHA LYNN FIH CHEERLEADING JV SUPPLEME	Fleming Island High School	Appointment
	DEVAULT, REBECCA-LYNN BALFOUR LAJ CO-CURR CLUB SUPPLEME	Lake Asbury Junior High School	Appointment
0.5	DUBOSE, AMARI TREVON ZECHARIA GPE DOD ACADEMIC CH, STEM SUPPLEME	Grove Park Elementary	Appointment
	EKENBARGER, ROBERT A KHH BASEBALL ASST JH SUPPLEME	Keystone Heights Elementary	Appointment
	FITE, KRISTEN MARIE POE DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Appointment
	FLAHERTY, BRIAN PATRICK CHS FOOTBALL ASST HS 25% SUPPLEME	Clay High	Appointment
0.5	FRAME, LUKE SKYLAR CHS WRESTLING SUPPLEME	Clay High	Appointment
0.1	GORDON, JASMINE MARIE OPJ (.128) SIXTH PERIOD SUPPLEME	Orange Park Jr High	Appointment
	GRANT, CASSIE RAE FIH LACROSSE HEAD SH SUPPLEME	Robert M. Paterson Elementary	Appointment
	GUIRATE, ANTHONY HOUSTON KHH BASEBALL ASST SH SUPPLEME	Keystone Heights High School	Appointment
	GUPTILL, JASON C CEB DOD ACADEMIC CH, STEM SUPPLEME	Charles E. Bennett Elementary	Resignation
0.5	HAMRICK, SYDNEY MARISOL POE DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Resignation
	HAWKINS, COREY D RHS FOOTBALL ASST HS 25%	Ridgeview High School	Resignation

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	SUPPLEME		
	HAWTHORNE, AUSTIN NEAL KHH TRACK HD SH SUPPLEME	Keystone Heights High School	Appointment
	HIGH, CAROLYN BROOKS OPH ESE INTERVENTION FAC. SUPPLEME	Orange Park High	Resignation
0.5	HILL, WILLIAM HUNTER CHS WRESTLING SUPPLEME	Clay High	Appointment
	HOMMINGA, BRIEN JAMES OPH TENNIS HD SH SUPPLEME	Orange Park High	Resignation
0.5	JACKSON, JAMES SHURRADE OPH TRACK ASST SH SUPPLEME	Orange Park High	Appointment
	KENNARD, KYLE ANDREW CHS FOOTBALL HD HS 25% SUPPLEME	Clay High	Appointment
	LOGSDON, CHELSEA NOELLE OLJ SOCCER HEAD JH SUPPLEME	Oakleaf Junior High School	Appointment
	LOHSE, ALISHA ROSE OLJ TRACK HD JH SUPPLEME	Oakleaf Junior High School	Appointment
	LYONS, CLINTON D FIH LACROSSE HEAD SH SUPPLEME	Fleming Island High School	Resignation
	MARQUART, JESSICA ANN KHH SOFTBALL FP HD JV SUPPLEME	Keystone Heights High School	Appointment
0.3	MARSHALL, DARRIUS DEON CURRIE MHS FOOTBALL ASST HS 25% SUPPLEME	Ridgeview High School	Appointment
	MARTIN, CRAIG EDWARD OPH SCI FAIR COOR LOCAL SUPPLEME	Orange Park High	Appointment
	MCDUFFIE, HANSRANI POE DEPT HEAD (6-10) SUPPLEME	Plantation Oaks Elementary	Appointment
	MORALES, ALIANA OLJ CHORAL DIRECTOR SH/JH SUPPLEME	Oakleaf Junior High School	Appointment
	MORALES, ALIANA OLJ CHORUS DIR EOY 2 EVENTS SUPPLEME	Oakleaf Junior High School	Appointment
	MUDGE, KENNETH ROSS MHS FOOTBALL ASST HS 25% SUPPLEME	Keystone Heights High School	Appointment
0.5	NIMMO-OLSEN, HEATHER ELIZABETH OLJ DEPT HEAD (6-10) SUPPLEME	Oakleaf Junior High School	Appointment
	NOSSE, CRAIG	Clay High	Appointment

III. Instructional Actions

F. SUPPLEMENT

	<u>Name/Assignment</u>	<u>Site</u>	<u>Supplement Action</u>
	CHS FOOTBALL ASST HS 25% SUPPLEME		
	O SHIELDS, CHRISTOPHER DENNIS OLJ TRACK HD JH SUPPLEME	Oakleaf Junior High School	Appointment
	OLSCHEWSKE, JOSHUA ERIC FIH TRACK ASST SH SUPPLEME	Fleming Island High School	Appointment
	PEAK, JOSHUA ANTHONY KHH BASEBALL HEAD JH SUPPLEME	Keystone Heights High School	Appointment
	PENN, CARNELL LEBRON OLJ FOOTBALL HD JH 25% SUPPLEME	Oakleaf Junior High School	Appointment
0.5	RAGAN, JOSEPH DAVID GPE DOD ACADEMIC CH, STEM SUPPLEME	Grove Park Elementary	Appointment
	REAPE, JAMES P CHS FOOTBALL HD JV 25% SUPPLEME	Clay High	Appointment
	REYNOLDS JR, STEVEN MICHAEL KHH WEIGHTLIFTING HD JH SUPPLEME	Keystone Heights High School	Appointment
	SEARLE, TIMOTHY TAI KHH BASEBALL JV HD SH SUPPLEME	Keystone Heights High School	Appointment
0.5	SMITH, SHERMAN C OPH TRACK ASST SH SUPPLEME	Orange Park High	Appointment
0.5	SUMMERS, MICHAEL BERT OLJ DEPT HEAD (6-10) SUPPLEME	Oakleaf Junior High School	Appointment
	THOMAS, ANTONIO NAJEE RHS FOOTBALL ASST HS 25% SUPPLEME	Ridgeview High School	Resignation
2.0	TROWELL, CHRISTOPHER JAMES KHH CO-CURR CLUB SUPPLEME	Keystone Heights High School	Appointment
	WAY, MATTHEW DONALD MHS SOFTBALL FP ASST SH SUPPLEME	Middleburg High	Appointment
	WILSON, STEPHANY ROBIN OLJ WRESTLING HD JH SUPPLEME	Oakleaf Junior High School	Appointment
	WOODY, BETHANI VERONICA DAWN OPH CHEERLEADING JV SUPPLEME	Orange Park High	Resignation
	YELDELL, JESSICA TAYLOR KHH TRACK HD SH SUPPLEME	Keystone Heights High School	Appointment

III. INSTRUCTIONAL ACTIONS 2023-2024

G. PENDING APPOINTMENTS

<u>Last Name</u>	<u>First Name</u>	<u>Site</u>	<u>Subject</u>	<u>OOF Subject</u>
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NONE

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III. INSTRUCTIONAL ACTIONS 2023-2024

H. OUT OF FIELD

<u>Last Name</u>	<u>First Name</u>	<u>Site</u>	<u>Subject</u>	<u>OOF Subject</u>
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NONE

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A. SUMMER SCHOOL

<u>Name/Assignment</u>	<u>Site</u>	<u>Effective Dates</u>
NONE		

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IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2023-2024

B. COMMUNITY EDUCATION

Appointments

NONE

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IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2023-2024

C. ADULT EDUCATION

Appointments

NONE

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V. INSTRUCTIONAL SUBSTITUTE TEACHER ACTIONS 2023-2024

A. SUBSTITUTE TEACHER APPROVAL

Appointments

NONE

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VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	ALLEN, JUSTIN LINWOOD MNT HEAVY EQUIP OPERATOR 12 MO SU	Division of Support Svcs	Effective 2024-02-14 12 MO SU / Annual
	ATMORE, ADRIENNE DENISE TRN ROUTING SPECIALIST 12 MO SU	Transportation	Effective 2024-03-05 12 MO SU / Annual
0.9	BAHNEMAN, SCARLETT KATHLEEN WEC BEHAVIORAL HEALTH ASST 9 MON SU	W.E. Cherry Elementary	Effective 2024-02-20 9 MON SU / Annual
	BESAW JR, LARRY MARK TRN MECHANIC 12 MO SU	Transportation	Effective 2024-02-26 12 MO SU / Annual
	BLACK, WILLIAM KING TRN BUS DRIVER TRANSPOR	Transportation	Effective 2023-11-06 TRANSPOR / Annual
	BROWN, JOHN LOUIS FIE CUSTODIAN 12 MO SU	Fleming Island Elementary	Effective 2024-02-28 12 MO SU / Annual
	BULUT, SELDA CHS CAFE ASSISTANT 5 HOURS 9 MON SU	Clay High	Effective 2024-02-14 9 MON SU / Annual
	CAMPLA, ALYSSA CAROLYN LAE CUSTODIAN 12 MO SU	Lake Asbury Elementary	Effective 2024-02-21 12 MO SU / Annual
	CASTANO, ANSELMO MNT HVAC TECH 12 MO SU	Division of Support Svcs	Effective 2024-02-19 12 MO SU / Annual
0.9	CHAPMAN MILLS, MARY JACQUELINE RVE GENERAL HEALTH ASSISTA 9 MON SU	Ridgeview Elementary	Effective 2024-02-27 9 MON SU / Annual
	COLEMAN, CASSEY LEIGH LJH CAFE ASSISTANT 3.25 HOURS 9 MON SU	Lakeside Junior High	Effective 2024-03-07 9 MON SU / Annual
0.9	CRUZ, ANNIE CLARISSA POE BEHAVIORAL HEALTH ASST 9 MON SU	Plantation Oaks Elementary	Effective 2024-02-23 9 MON SU / Annual
	DARR, AUBREY LYNN TES CUSTODIAN 12 MO SU	Tynes Elementary	Effective 2024-02-26 12 MO SU / Annual
	DEVERATURDA, RAUL JORGE MNT CUSTODIAN 12 MO SU	Division of Support Svcs	Effective 2024-03-06 12 MO SU / Annual
	DUCEZIL, LYNDA CHS CAFE ASSISTANT 4.25 HOURS 9 MON SU	Clay High	Effective 2024-02-13 9 MON SU / Annual
0.9	DURRANCE, EMILY ANN ROE GENERAL ASSISTANT 9 MON SU	Rideout Elementary	Effective 2024-03-05 9 MON SU / Annual
	FOUNTAIN, MICHAEL J	Keystone Heights Elementary	Effective 2024-02-29

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	KHE CUSTODIAN 12 MO SU		12 MO SU / Annual
0.9	GRANT, JOANNA VICTORIA POE GENERAL ASSISTANT 9 MON SU	Plantation Oaks Elementary	Effective 2024-02-21 9 MON SU / Annual
	HAMILTON, HAILEY ELIZABETH TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-03-04 TRANSPOR / Annual
	HEIDLEBERG, JONNIE SUE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-03-04 TRANSPOR / Re-employed retiree, A/C support
	HERRHOLTZ, SAMANTHA MARIE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-02-12 TRANSPOR / Annual
0.9	HIGGINS, SKYE BLUE WEC GENERAL ASSISTANT 9 MON SU	W.E. Cherry Elementary	Effective 2024-02-27 9 MON SU / Annual
0.9	HUGHES, ASHLEY MARIE MRE BEHAVIORAL HEALTH ASST 9 MON SU	Mcrae Elementary	Effective 2024-02-20 9 MON SU / Annual
0.9	HUTCHINSON, CIEARA GENEEN LJH BEHAVIORAL HEALTH ASST 9 MON SU	Lakeside Junior High	Effective 2024-02-13 9 MON SU / Annual
	LOVE, SYLVIA MAE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-03-01 TRANSPOR / Re-employed retiree, A/C support
	MAHONEY, JAMES EMMETT RHS COMPUTER LAB ASSISTANT 9 MON SU	Ridgeview High School	Effective 2024-02-20 9 MON SU / Annual
	MOORE, ABBY NICOLE BAF PAYROLL ASSISTANT CONFIDEN	Business Affairs	Effective 2024-02-28 CONFIDEN / Annual
	NEWTON, HALEY AUTUMN TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-03-04 TRANSPOR / Annual
0.9	RAGLE, MOLLY SOPHIA FIH GENERIC CLASSROOM ASSISTAN 9 MON SU	Fleming Island High School	Effective 2024-02-26 9 MON SU / Annual
	RIVERA, LUZ MARIA TRN PAYROLL SUPPORT ASST 12 MO SU	Transportation	Effective 2024-02-28 12 MO SU
	SANCHEZ VARGAS, ELBERTH JEAN PIERRE OHS CAFE ASSISTANT 5 HOURS 9 MON SU	Oakleaf High School	Effective 2024-02-15 9 MON SU / Annual
	SELKE, CHRISTOPHER KYLE TRN MECHANIC 12 MO SU	Transportation	Effective 2024-02-19 12 MO SU / Annual
0.9	UPCHURCH, EMILIE DANIELLE LAE BEHAVIORAL HEALTH ASST	Lake Asbury Elementary	Effective 2024-03-04 9 MON SU / Annual

VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	9 MON SU WERRING, MARIA SUSAN EDEO FIE CAFE ASSISTANT 4.5 HOURS 9 MON SU	Fleming Island Elementary	Effective 2024-02-28 9 MON SU / Annual
	WHITENER, THERESA ANN TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-02-05 TRANSPOR / Re-employed retiree, A/C support
0.9	WICKER, CHRISTYANN MARIE TBE GENERAL HEALTH ASSISTA 9 MON SU	Thunderbolt Elementary	Effective 2024-03-04 9 MON SU / Annual
	WILLIAMS, OLIVIA ERIN FIH SCHOOL SEC ADMINISTRATION 10 MONTH	Fleming Island High School	Effective 2024-03-05 10 MONTH / Annual
	WILSON, JUDY LEE OHS CUSTODIAN 12 MO SU	Oakleaf High School	Effective 2024-02-20 12 MO SU / Annual

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VI. Support Actions

B. RE-APPOINTMENT

	Name/Assignment	Site	Contract
	COWART, GLORIA ANNETTE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	TRANSPOR /
	GRIMES, NANCY MELRINA TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	TRANSPOR / Multi-Year Conditional
0.9	HAYSLETT, COBY JEVON OPH BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park High	9 MON SU / Annual
	NOTO, MELISSA ANN TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	TRANSPOR / Annual
0.9	PARALES, AIMEE SIDES KHE BEHAVIORAL HEALTH ASST 9 MON SU	Keystone Heights Elementary	9 MON SU / Annual
0.9	ROBLES RODRIGUEZ, LILIANA TES BEHAVIORAL HEALTH ASST 9 MON SU	Tynes Elementary	9 MON SU / Annual
0.9	SANTIAGO, ELIZABETH LOUISE LAE BEHAVIORAL HEALTH ASST 9 MON SU	Lake Asbury Elementary	9 MON SU / Multi-Year Conditional
0.9	SMYK, NICHOLAS HARRY OPH BEHAVIORAL HEALTH ASST 9 MON SU	Orange Park High	9 MON SU / Multi-Year Conditional

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VI. Support Actions

C. RE-DESIGNATION

<u>Name/Assignment</u>	<u>Site</u>	
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VI. Support Actions

D. TRANSFER

	<u>Name/Assignment</u>	<u>Site</u>	<u>Previous</u>
0.8	ANDERSON, ABIGALE LEIGH RHS IN SCHOOL SUSPENSION 9 MON SU	Ridgeview High School	Effective 2024-03-04 /transfer from / FIH SCHOOL SEC ADMINISTRATION
	ELLISON, CYNTHIA D FIE CAFE ASSISTANT 4.5 HOURS 9 MON SU	Fleming Island Elementary	Effective 2024-03-18 /transfer from / SUPPORT - CWL 9 M0 188
0.9	FIRLOTTE, GILLIAN E MRE BEHAVIORAL HEALTH ASST 9 MON SU	Robert M. Paterson Elementary	Effective 2024-03-18 /transfer from / PES GENERAL ASSISTANT
	KUHNOW, CAROL PATRICIA CGE PRINCIPAL SECRETARY CONFIDEN	Coppergate Elementary	Effective 2024-03-18 /transfer from / CGE ST RECORD SEC 12 MO
0.9	LAW, MARY ELAINE CHS COMPUTER LAB ASSISTANT 9 MON SU	Clay High	Effective 2024-03-04 /transfer from / CHS MEDIA TECHNICAL ASST
0.9	LOWE, MEGAN MHS GENERAL HEALTH ASSISTA 9 MON SU	Mcrae Elementary	Effective 2024-03-18 /transfer from / MRE BEHAVIORAL HEALTH ASST
	MCNAMARA, DONNA HAYES LAJ CAFE ASSISTANT 6.5 HOURS 9 MON SU	Lake Asbury Junior High School	Effective 2024-02-19 /transfer from / LJH CAFE VAN DRIVER 7 HOURS
	MCWHORTER, AMEY LYNN MHS CAFE ASSISTANT 5 HOURS 9 MON SU	Middleburg High	Effective 2024-03-04 /transfer from / MHS CAFE ASSISTANT 4.5 HOURS
0.9	MILLIGAN, TAYLOR MACKENZIE MRE BEHAVIORAL HEALTH ASST 9 MON SU	Mcrae Elementary	Effective 2024-02-29 /transfer from / CHS COMPUTER LAB ASSISTANT
	QUAILS, KUMIKO PES CAFE ASSISTANT 6 HOURS 9 MON SU	Robert M. Paterson Elementary	Effective 2024-02-19 /transfer from / PES CAFE ASSISTANT 4.25 HOURS
0.9	RICHARDS, LOUISE PES GENERAL ASSISTANT 9 MON SU	Robert M. Paterson Elementary	Effective 2024-03-18 /transfer from / PES GENERIC CLASSROOM ASSISTAN
	ROBIOU, MEGAN L EXEC SEC SB ATTORNEY CONFIDEN	School Board	Effective 2024-02-27 /transfer from / HMR DATA ENTRY/RECORDS TECHNIC
	SUMMERFORD, ANNA M MHS CAFE ASSISTANT 4.5 HOURS 9 MON SU	Tynes Elementary	Effective 2024-04-08 /transfer from / TES CAFE ASSISTANT 5 HOURS

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Action/Effective
	ANWAY, SYMONE RENEE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-02-05 RESIGNATION
	ARMSTRONG, DESTINY MARKIA TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-03-06 RESIGNATION
0.9	ARREDONDO, ELIZABETH ANN OVE BEHAVIORAL HEALTH ASST 9 MON SU	Oakleaf Village Elementary	Effective 2024-03-22 RESIGNATION
	BARFIELD, JUSTIN ROBBY MNT HEAVY EQUIP OPERATOR 12 MO SU	Division of Support Svcs	Effective 2024-02-09 RESIGNATION
0.8	CHACON AGUIAR, MARIA E AES ESOL CLASSROOM ASSISTANT 9 MON SU	Argyle Elementary	Effective 2024-02-12 RESIGNATION
0.2	CHACON AGUIAR, MARIA E AES TITLE I ASSISTANT 9 MON SU	Argyle Elementary	Effective 2024-02-12 RESIGNATION
0.9	CUMBO, KARINA WEC GENERAL HEALTH ASSISTA 9 MON SU	W.E. Cherry Elementary	Effective 2024-02-23 RESIGNATION
	ERICKSON, MELINDA ANN ROE CUSTODIAN 12 MO SU	Rideout Elementary	Effective 2024-03-01 RESIGNATION
	FLEMENS, VICTORIA CATHERINE TRN ROUTING SPECIALIST 12 MO SU	Transportation	Effective 2024-02-20 CONCLUDE EMPLOYMENT
0.9	HOWARD, KAREN M SBJ GENERAL ASSISTANT 9 MON SU	S. Bryan Jennings Elementary	Effective 2024-03-01 RESIGNATION
	HURTADO, DIANA PRECILA TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-03-07 RESIGNATION
0.9	JEAN BAPTISTE, AMANDA LJH BEHAVIORAL HEALTH ASST 9 MON SU	Lakeside Junior High	Effective 2024-02-23 RESIGNATION
	JOHNS, AMY NICOLE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-02-21 CONCLUDE EMPLOYMENT
	JOHNSON, MEGAN MICHELLE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2024-02-21 RESIGNATION
	LEE, KATHERINE ANNE CEB CAFE ASSISTANT 3.5 HOURS 9 MON SU	Charles E. Bennett Elementary	Effective 2024-03-07 RESIGNATION
	LOPEZ OROZCO, EDWIN OVE CUSTODIAN 12 MO SU	Oakleaf Village Elementary	Effective 2024-03-08 RESIGNATION
	MEEHAN, JENNIFER L SUPPORT - CWL 9 M0 183	COUNTY-WIDE LEAVE	Effective 2024-03-01 RESIGNATION

VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Action/Effective
	LNG TRM		
	OWENS, BRUCE B SCHOOL RESOURCE OFFICER 12 MO SU	School Police Department	Effective 2024-02-23 RESIGNATION
	RABINOWITZ, ALLEN JARRED MNT CUSTODIAN 12 MO SU	Division of Support Svcs	Effective 2024-02-14 CONCLUDE EMPLOYMENT
	RIVERA, LUZ MARIA TRN PAYROLL SUPPORT ASST 12 MO SU	Transportation	Effective 2024-03-01 Conclude Employment
0.9	SANTIAGO, ANGELA D MRE BEHAVIORAL HEALTH ASST 9 MON SU	Mcrae Elementary	Effective 2024-03-01 RESIGNATION
	TOVAR, TEXSY I FIH CAFE ASSISTANT 7 HOURS 9 MON SU	Fleming Island High School	Effective 2024-02-27 RESIGNATION
	WALLACE, AVARAN ROHAN LES TITLE I ASSISTANT 9 MON SU	Lakeside Elementary	Effective 2024-03-01 RESIGNATION
	WERRING, MARIA SUSAN EDEO FIE CAFE ASSISTANT 4.5 HOURS 9 MON SU	Fleming Island Elementary	Effective 2024-02-29 RESIGNATION
	WILSON, JUDY LEE OHS CUSTODIAN 12 MO SU	Oakleaf High School	Effective 2024-03-06 RESIGNATION
	WINKLES, AIMIE LYNN TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-03-05 RESIGNATION
	WISSEMAN, NANCY ELAINE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2024-02-22 RESIGNATION
	WISSEMAN, ROBERT WAYNE RVE HEAD CUSTODIAN 12 MO SU	Ridgeview Elementary	Effective 2024-03-18 RESIGNATION

VI. Support Actions

F. SUPPLEMENT

Name/Assignment	Site	
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DRAFT

April 4, 2024 - Regular School Board Meeting

Title

C3 - Proposed Supplement Allocations for 2024-25

Description

Supplemental allocations are proposed each April for the upcoming school year. Such allocations are intended to support student needs in both academic and athletic settings. Since supplemental positions require additional responsibilities outside of an employee’s contracted position and/or responsibilities outside of an employee’s contracted work hours, they receive compensation beyond their regular salary.

The increase to supplemental compensation from the 2023-2024 school year is largely due to the addition of a full elementary supplemental allocation package to Spring Park Elementary.

Due to new legislation, new state standards, higher rates of teacher turnover, along with an increased number of alternate certified teachers, Professional Development has added a coaching supplement for all District Coaches (30 in total). District Coaches have increased responsibilities that will extend outside their 7.5 hour work day. The new District Coach supplement will help ensure the professional learning needs of novice teachers are adequately met and will increase the District retention rate.

Gap Analysis

The following list comprises various transactions that require the recommendation of the Superintendent and the approval of the School Board. The supplemental list includes academic and athletic supplements.

Previous Outcomes

Cost analysis for the past seven (7) years:

- 2014-2015 Academic \$1,547,000.00 / Athletic \$1,210,861.00 = \$2,758,561.00
- 2015-2016 Academic \$1,555,313.00 / Athletic \$1,210,861.00 = \$2,766,174.00
- 2016-2017 Academic \$1,556,323.00 / Athletic \$1,213,311.00 = \$2,769,634.00
- 2017-2018 Academic \$1,576,063.00 / Athletic \$1,218,858.00 = \$2,794,921.00
- 2018-2019 Academic \$1,614,177.00 / Athletic \$1,223,058.00 = \$2,837,235.00
- 2019-2020 Academic \$1,633,848.00 / Athletic \$1,223,058.00 = \$2,856,906.00
- 2020-2021 Academic \$1,665,383.00 / Athletic \$1,261,367.00 = \$2,926,750.00
- 2021-2022 Academic \$1,730,918.00 / Athletic \$1,266,652.00 = \$2,997,570.00
- 2022-2023 Academic \$1,735,068.00 / Athletic \$1,269,455.00 = \$3,003,524.00
- 2023-2024 Academic \$1,868,699.00 / Athletic \$1,275,455.00 = \$3,144,154.00

Expected Outcomes

Supplements will be distributed sufficiently to meet the needs of the various schools and district departments.

Strategic Plan Goal

- Goal 1 - Student Success
- Goal 2 - Talent Recruitment, Development and Retention
- Goal 5 - Fiscal and Operational Efficiency

Recommendation

Approve the supplements as presented.

Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources. (904) 336-6701 Brenda.Troutman@myoneclay.net

Financial Impact

Cost of Academic Supplements: \$XXXXXXXXX / Cost of Athletic Supplements: \$XXXXXXXXXXXX Total: \$XXXXXXXXXXXX

Review Comments

Attachments

DRAFT

April 4, 2024 - Regular School Board Meeting

Title

C4 - Reappointments of Instructional and Support Personnel 2024-2025 School Year

Description

The attached reappointment documents reflect school-based and district instructional and support employees that have cleared any holds and have been submitted for reappointment during the 2023-2024 school year. Florida Statutes 1012.27 and 1012.22 outlines the duties and responsibilities of the Superintendent of Schools and the School Board regarding reappointments of employees. This action fulfills these requirements.

Gap Analysis

N/A

Previous Outcomes

Each year the Clay County School board has approved the reappointment of Instructional and Support Personnel.

Expected Outcomes

Reappointment of recommended PSC, CC, AC instructional personnel and reappointments of multi-year contract and AC non-instructional personnel will be approved.

Strategic Plan Goal

Goal 2 - Talent Recruitment, Development and Retention

Recommendation

Approval of 2024-2025 reappointment agenda as presented for instructional and non-instructional personnel.

Contact

Brenda G. Troutman, Assistant Superintendent for Human Resources. (904) 336-6701 Brenda.Troutman@myoneclay.net

Financial Impact

The financial impact would be the total salary and benefits of the reappointed employees in the 2024-2025 budget.

Review Comments

Attachments

April 4, 2024 - Regular School Board Meeting

Title

C5 - Proclamation #24-14 to Establish May 6 - 10, 2024, as Teacher Appreciation Week in Clay County, and Tuesday, May 7, 2024, as Teacher Appreciation Day

Description

Teacher Appreciation Week and National Teacher Appreciation Day are dedicated annually to the celebration of teachers worldwide. At the local level, Clay County Schools will honor the men and women who lend their passion and skills to educate the children of Clay County.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

N/A

Recommendation

Establish May 6 - 10, 2024, as Teacher Appreciation Week in Clay County and Tuesday, May 7, 2024, as National Teacher Appreciation Day.

Contact

Brenda G. Troutman, Assistant Superintendent of Human Resources. (904) 336-6701 Brenda.Troutman@myoneclay.net

Financial Impact

None

Review Comments

Attachments

[Teacher Appreciation Proclamation 2023-2024.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA
PROCLAMATION # 24-14



WHEREAS, the dedicated teachers of Clay County serve the families of 39,000 students through building partnerships with them and their communities; and

WHEREAS, they commit tremendous amounts of time preparing meaningful and engaging lessons while also creating safe and welcoming classroom environments; and

WHEREAS, our teachers serve as role models for students and the community, exemplifying qualities all citizens possess, while encouraging childrens' interests, growing their belief in themselves, and helping them realize the opportunities that lie ahead; and

WHEREAS, the future of our county, state, and country depends upon delivering a world-class education to our students, thus maintaining a productive citizenry; and

WHEREAS, effective teachers have a lasting influence on the lives of their students, families, and community members as they encourage our children to mature and prosper which in turn, deepens the strength of our community, and they deserve our gratitude and appreciation; and

WHEREAS, our community recognizes, lifts up, and celebrates Clay County District Schools' teachers in their work to motivate students to forge ahead and take advantage of all the possibilities afforded them.

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, does hereby proclaim May 6 – 10, 2024, as Teacher Appreciation Week and May 7, 2024, as Teacher Appreciation Day in Clay County.

Duly adopted and approved by the School Board of Clay County, Florida, this 4th day of April, 2024.

ATTEST:

David S. Broskie
Superintendent of Schools
Clay County, Florida

Ashley Gilhousen, School Board Chair

April 4, 2024 - Regular School Board Meeting

Title

C6 - Proclamation #24-15 to Establish April 22 - 26, 2024, as Administrative Professionals' Week and Wednesday, April 24, 2024, as Administrative Professionals' Day in Clay County.

Description

Administrative Professionals' Week and Administrative Professionals' Day are observed annually as a way to show appreciation to support and clerical staff. Celebrated worldwide, Administrative Professionals' Day has become one of the largest workplace observances.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

N/A

Recommendation

Establish April 22 - 26, 2024, as Administrative Professionals' Week and Wednesday, April 24, 2024, as Administrative Professionals' Day (formerly known as Secretary's Day) in Clay County.

Contact

Brenda G. Troutman, Assistant Superintendent of Human Resources. (904) 336-6701 Brenda.Troutman@myoneclay.net

Financial Impact

None

Review Comments

Attachments

[Administrative Professionals Proclamation 2023-2024.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA
PROCLAMATION # 24-15



WHEREAS, April 22 – 26, 2024, has been designated Administrative Professionals' Week; and

WHEREAS, April 24, 2024, has been designated as Administrative Professionals' Day; and

WHEREAS, since 1952, this occasion has been observed as a means to show gratitude and recognition for all administrative support personnel; and

WHEREAS, our administrative professionals are indispensable in the seamless orchestration of daily operations at our schools and district offices through their tireless dedication; and

WHEREAS, the work of administrative professionals is built upon specialized knowledge in a multitude of areas, encompassing customer service, computer applications, and people skills, while simultaneously assisting with diverse duties around campuses and the community, giving them opportunities to utilize their creativity to maintain a well-run organization; and

WHEREAS, administrative professionals are valued ambassadors, and are often the first Clay County District Schools member the public encounters, thus beginning an important two-way relationship between our schools and the community; and

WHEREAS, by exhibiting exuberant courtesy and top-tier professionalism, administrative professionals in Clay County District Schools are crucial to implementing the district's vision and mission to cultivate well-rounded citizens prepared to benefit from the boundless possibilities for achievement they will experience.

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, does hereby proclaim April 22 – 26, 2024 as Administrative Professionals' Week and April 24, 2024, as Administrative Professionals' Day in Clay County.

Duly adopted and approved by the School Board of Clay County, Florida, this 4th day of April 2024.

ATTEST:

David S. Broskie
Superintendent of Schools
Clay County, Florida

Ashley Gilhousen, School Board Chair



School Board of Clay County

April 4, 2024 - Regular School Board Meeting

Title

C7 - K-12 Academic Services Out of State and Overnight Student Travel

DRAFT

Description

The School Board recognizes that field trips, when used for teaching and learning integral to the curriculum, are an educationally sound and important ingredient in the instructional program of the schools. Properly planned and executed field trips supplement and enrich classroom instruction by providing learning experiences that will enhance mastery of the curriculum standards of the State of Florida. A field trip is defined as any planned, student-travel activity which is approved as part of the district's educational program and is under the direct supervision and control of an instructional staff member or any advisor as designated by the Superintendent.

Field Trips Details

School	Date	Destination	Group	Purpose
District Students	3/20 - 3/23/24	Orlando, FL	FRC Robotics	Robotics competition
District Students	5/5 - 5/7/24	Tallahassee, FL	Delegates of Clay History Day	Academic competition
Oakleaf Junior High	2/11 - 2/15/25	Washington, DC and Philadelphia	Pre-AICE	Tour to experience US History and Civics
Oakleaf Junior High	6/10 - 6/14/24	Orlando, FL	FFA	Leadership conference
Clay High School	7/18 - 7/20/24	Webber International Univ.	Football Team	Football camp
Keystone Heights High School	2/24 - 2/26/24	Wewahitchka, FL	Boys Wrestling	FHSAA Regional meet
Keystone Heights High School	6/10 - 6/14/24	Hawthorne, FL	AJROTC	AJROTC Leadership camp
Middleburg High School	6/24 - 6/29/24	Camp Blanding, FL	NJROTC	Basic leadership training
Middleburg High School	6/3 - 6/7/24	Rutledge, GA	NJROTC Orienteering Cadets	Advanced orienteering training
Middleburg High School	6/8 - 6/15/24	Gainesville, GA	NJROTC 4-5 cadets	Leadership Academy
Orange Park High School	1/16 - 1/22/25	Washington, DC	OPH Students	To attend the Presidential Inauguration
Ridgeview High School	4/24 - 4/27/24	Key West, FL	NJROTC Cadets	Tour NAS Key West
Ridgeview High School	6/21 - 6/23/24	Tallahassee, FL	Girls Basketball	Basketball camp
Ridgeview High School	3/30/24	Columbia, SC	Football	Benedict College Football Junior Day

Gap Analysis

Field trips provide students with a window to the real world that they don't get in the classroom, and they can help students understand real-world applications to abstract concepts.

Previous Outcomes

All out of county activity trips are selected, planned, evaluated, and approved or rejected in conformity with written district policy.

Expected Outcomes

It is important to recognize that learning outcomes from field trips can range from cognitive to affective outcomes. Exposing students to new experiences and can increase interest and engagement in academics regardless of prior interests.

Strategic Plan Goal

Ensure that every classroom provides a quality and rigorous instructional experience in order to elevate student outcomes.

Recommendation

That the Clay County School Board approve out of county student travel.

Contact

Roger Dailey, Chief Academic Officer; roger.dailey@myoneclay.net; 904-336-6904

Treasure Pickett, Chief of Secondary Ed; treasure.pickett@myoneclay.net; 904-336-6918

Financial Impact

None

Review Comments

Attachments

📎 [April 2024 Student Travel.pdf](#)

DRAFT

ADMINISTRATIVELY APPROVED
Received too late for Mar. 7, 2024
Board Meeting
Received for information: April 4, 2024

SCHOOL DISTRICT OF CL
FIELD TRIP REQUEST

1. School Requesting: District

2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other Enterprise Vans ✓
If Commercial Carrier or Other, please state type: _____

3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No

4. Dates of Field Trip*: March 20-23, 2024 Destination*: Orlando

5. Group Taking Trip: FRC Robotics

6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____

7. Educational Value of Field Trip:
Students participate in the engineering process, applied math + physics, collaboration and problem solving.

8. Supporting Florida Standards Benchmark(s) with Narrative(s):
MA.K12.MTR.1.1 Actively participate in effortful learning both individually and collectively. MA.K12.MTR.4.1 Engage in discussions that reflect on the mathematical thinking of self and others.

9. Number of Students*: 12 Number of Chaperones*: 3

10. Cost Per Student: _____ Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)

11. Departure Time*: 2:15 PM Returning Time*: 10:30 PM
*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Lester Bryan
Teacher, Team Leader, Department Head, Etc.

3/18/24
Date

Principal [Signature]

3/18/24
Date

Assistant Superintendent [Signature]

3/18/24
Date

Superintendent [Signature]

3/18/24
Date

3

SCHOOL DISTRICT OF C
FIELD TRIP REQUES

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL

April 4, 2024

- School Requesting: O.P.J.H., OPH, Grace
- Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) Commercial Carrier _____ Other
If Commercial Carrier or Other, please state type: _____
- Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No
- Dates of Field Trip*: 5/5 - 5/7 2024 Destination*: Tallahassee
- Group Taking Trip: delegates of Clay History Day
- If using private vehicles, list approved driver(s): Cheatwood
- Educational Value of Field Trip: Students spent a semester developing research projects which they will defend in academic competition, representing Clay County. They will also visit public building in Tallaha
- Supporting Florida Standards Benchmark(s) with Narrative(s): See attached
- Number of Students*: 8 Number of Chaperones*: 1 teacher + parents
- Cost Per Student: meals only Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
- Departure Time*: 9 AM, 5/5 Returning Time*: 3 PM, 5/7

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s):

Cynthia Cheatwood
Teacher, Team Leader, Department Head, Etc.

Shirley M. ...
Principal

Stewart
Assistant Superintendent

D. ...
Superintendent

2-25-2024
Date

2-26-24
Date

2/27/24
Date

3/4/24
Date

18

History Day Standards

- SS.8.A.1.1** Provide supporting details for an answer from text, interview for oral history, check validity of information from research/text, and identify strong vs. weak arguments.
- SS.8.A.1.2** Analyze charts, graphs, maps, photographs, and timelines; analyze political cartoons; determine cause and effect.
- SS.8.A.1.3** Analyze current events relevant to American History topics through a variety of electronic and print media resources.
- SS.8.A.1.4** Differentiate fact from opinion, utilize appropriate historical research and fiction/nonfiction support materials.
- SS.8.A.1.5** Identify, within both primary and secondary sources, the author, audience, format, and purpose of significant historical documents.
- SS.8.A.1.6** Compare interpretations of key events and issues throughout American History.
- SS.8.A.1.7** View historic events through the eyes of those who were there as shown in their art, writings, music, and artifacts.
- SS.8.G.6.2** Illustrate places and events in U.S. history through the use of narratives and graphic representations.
- SS.912.A.1.1** Describe the importance of historiography, which includes how historical knowledge is obtained and transmitted, when interpreting events in history.
- SS.912.A.1.2** Utilize a variety of primary and secondary sources to identify author, historical significance, audience, and authenticity to understand a historical period. strong>
- SS.912.A.1.3** Utilize timelines to identify the time sequence of historical data.

- SS.912.A.1.4** Analyze how images, symbols, objects, cartoons, graphs, charts, maps, and artwork may be used to interpret the significance of time periods and events from the past.
- SS.912.A.1.5** Evaluate the validity, reliability, bias, and authenticity of current events and Internet resources.
- SS.912.A.1.6** Use case studies to explore social, political, legal, and economic relationships in history.
- SS.912.A.1.7** Describe various sociocultural aspects of American life including arts, artifacts, literature, education, and publications.
- SS.912.W.1.1** Use timelines to establish cause and effect relationships of historical events
- SS.912.W.1.3** Interpret and evaluate primary and secondary sources.
- SS.912.W.1.4** Explain how historians use historical inquiry and other sciences to understand the past.
- SS.912.W.1.5** Compare conflicting interpretations or schools of thought about world events and individual contributions to history (historiography)
- SS.912.W.1.6** Evaluate the role of history in shaping identity and character.
- SS.912.G.1.4** Analyze geographic information from a variety of sources including primary sources, atlases, computer, and digital sources, Geographic Information Systems (GIS), and a broad variety of maps.
- SS.912.G.4.7** Use geographic terms and tools to explain cultural diffusion throughout places, regions, and the world.
- SS.912.G.4.9** Use political maps to describe the change in boundaries and governments within continents over time.

- SS.912.H.1.2** Describe how historical events, social context, and culture impact forms, techniques, and purposes of works in the arts, including the relationship between a government and its citizens.

Arts

- VA.B.1.3.1** Knows how different subjects, themes, and symbols (through context, value, and aesthetics) convey intended meanings for ideas in works of art.
- VA.E.1.3.1** Understands how knowledge, skills, and attitudes gained from the visual arts can enhance and deepen understanding of life.
- VA.A.1.4.1** Uses two- and three-dimensional media, techniques, tools, and processes to communicate an idea or concept based on research, environment, personal experience, observation, and imagination.
- VA.B.1.4.2** Understands that works of art can communicate an idea and elicit a variety of responses through the use of selected media, techniques, and processes.
- VA.E.1.3.1** Understands how knowledge, skills, and attitudes gained from the visual arts can enhance and deepen understanding of life.
- TH.A.1.3.1** Develops characters, relationships, and environments from written sources (e.g., plays, stories, poems, and history).
- TH.A.3.3.1** Selects and creates elements of scenery, properties, lighting, costumes, make-up, and sound to signify a character and setting.
- TH.D.1.3.1** Understands a character in a play through exploration of internal characterization (e.g., emotions and motivations) and external characterization (e.g., background, posture, mannerisms, and dress).

SCHOOL DISTRICT OF CLAY
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
April 4, 2024

1. School Requesting: Oakleaf JR. High
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier Other _____
If Commercial Carrier or Other, please state type: Bus-Charter
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes No _____
4. Dates of Field Trip*: 2/11/25 - 2/16/25 Destination*: Washington D.C, Philadelphia
5. Group Taking Trip: Pre-AICE
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____
7. Educational Value of Field Trip: Students will see and experience primary sources in our country's history. This experience will give them firsthand knowledge of information being taught in civics and history classes.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): S.S.B.A. 3.3 Recognize the Contributions of the founding fathers - Washington, Jefferson + Lincoln monuments. S.S.B.A. 1.7 View historic events through the eyes shown in art, writings, and regions - museums. Prettysburg.
9. Number of Students*: 100 Number of Chaperones*: 1 per 10
10. Cost Per Student: \$1200.00 Budget Code or Source to be charged: N/A
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 6:00 a.m Returning Time*: 11:00 p.m

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): N/A

Jeanette Burley
Teacher, Team Leader, Department Head, Etc.
Bluntz O'Neil
Principal
[Signature]
Assistant Superintendent
[Signature]
Superintendent

3/6/2024
Date
3/7/24
Date
3/18/24
Date
3/18/24
Date

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
April 4, 2024

SCHOOL DISTRICT OF CL
FIELD TRIP REQUEST

1. School Requesting: Oakleaf Junior
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No
4. Dates of Field Trip*: June 10-14, 2024 Destination*: Orlando, FL
5. Group Taking Trip: FFA
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. Rebecca Jennis
7. Educational Value of Field Trip: FFA members will experience motivational speakers, award presentations, and leadership activities
8. Supporting Florida Standards Benchmark(s) with Narrative(s): 9.01 Identify and describe leadership characteristics. 9.03 Participate in community based learning. 9.03 Identify the opportunities for leadership through National FFA.
9. Number of Students*: 7 Number of Chaperones*: 1
10. Cost Per Student: 300.00 Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 12:00 pm Returning Time*: 5:00 pm

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s):

R. Jensen
Teacher, Team Leader, Department Head, Etc.
William [Signature]
Principal
[Signature]
Assistant Superintendent
[Signature]
Superintendent

2-29-24
Date 2/29/24
Date 3/4/24
Date _____
Date _____

26

FIELD TRIP R

ADMINISTRATIVELY APPROVED

PENDING BOARD APPROVAL

April 4, 2024

1. School Requesting: Clay High School
2. Transportation (Check One):
School Bus(s) Private Vehicle(s) _____ Commercial Carrier _____ Other
If Commercial Carrier or Other, please state type: _____

3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No

4. Dates of Field Trip*: July 18-20 Destination*: Webber International University

5. Group Taking Trip: Football Team

6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. N/A

7. Educational Value of Field Trip:
Players will attend a "team style" football camp to enhance physical skills, teamwork, hard work, and team development.

8. Supporting Florida Standards Benchmark(s) with Narrative(s):
N/A

9. Number of Students*: 45 Number of Chaperones*: 6-8

10. Cost Per Student: \$ 250 Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
Cost provided by: _____
(Example: Parents, Extracurricular, School, and/or District)

11. Departure Time*: 7:00 am 7/18/24 Returning Time*: 4:00 pm 7/20/24
*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Teacher, Team Leader, Department Head, Etc. [Signature]
Principal [Signature]
Assistant Superintendent [Signature]
Superintendent [Signature]

2/28/24
Date
2/28/24
Date
3/4/24
Date
3/4/24
Date

53

SCHOOL DISTRICT C
FIELD TRIP REQ

ADMINISTRATIVELY APPROVED
Received too late for Mar. 7, 2024
Board Meeting

Received for information: April 4, 2024

1. School Requesting: RHHJ 037
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other
 If Commercial Carrier or Other, please state type: Parents are taking their child ✓
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No
4. Dates of Field Trip*: 2-24-24 / 2-26-24 Destination*: Newark NJ
5. Group Taking Trip: Boys Wrestling
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: FHSAA Regional Meet
qualified
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 6 Number of Chaperones*: 1
10. Cost Per Student: N/A Budget Code or Source to be charged: _____
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: _____ Returning Time*: _____

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Teacher, Team Leader, Department Head, Etc.

2-22-24
Date 2/22/24

[Signature]
Principal

Date 2/22/24

[Signature]
Assistant Superintendent

Date 2/20/24

[Signature]
Superintendent

Date _____

SCHOOL DISTRICT ()
FIELD TRIP REQUEST

**ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
April 4, 2024**

1. School Requesting: KHHS
2. Transportation (Check One):
School Bus(es) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other
If Commercial Carrier or Other, please state type: County Vans
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No
4. Dates of Field Trip*: June 10-14, 2024 Destination*: Camp Shands Boy Scout Camp
Hawthorne, FL Address, 100 Miles South
of Keystone Heights
Attend JROTC Cadet Leadership Camp
5. Group Taking Trip: Army JROTC
6. If using private vehicles, list approved driver(s): N/A
7. Educational Value of Field Trip: Teamwork, Physical Fitness, Leadership, Self-
Confidence, Self-Discipline, Following Directions, JROTC Curriculum
Immersion, Precision, Dedication, Completing Assignments
8. Supporting Florida Standards Benchmark(s) with Narrative(s): ELA
9. Number of Students*: 12 Number of Chaperones*: 2
10. Cost Per Student: N/A Budget Code or Source to be charged: N/A
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 7:00 AM Returning Time*: 1:00 PM

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Ronald D. Hall
Teacher, Team Leader, Department Head, Etc.

Jimmy Anderson
Principal

J. Pechev
Assistant Superintendent

D. Davis
Superintendent

Feb 29, 2024
Date

2/29/24
Date

3/4/24
Date

3/4/24
Date

Date

51

April 4, 2024

1. School Requesting: MHS
2. Transportation (Check One):
 School Bus(s) _____ Private Vehicle(s) Commercial Carrier _____ Other _____
 If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No
4. Dates of Field Trip*: 6/24/24 - 6/29/24 Destination*: Camp Blanding
5. Group Taking Trip: ROTC
6. If using private vehicles, list approved driver(s): Parents taking own student
7. Educational Value of Field Trip: Basic Leadership Training
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 4-5 Number of Chaperones*: 1-2
10. Cost Per Student: \$50.00 Budget Code or Source to be charged: 3167
 (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: TBD Returning Time*: TBD

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s):

 Teacher, Team Leader, Department Head, Etc.

 Principal

 Assistant Superintendent

 Superintendent

 Date 2/23/24

 Date 2/27/24

 Date 3/4/24

 Date 3/4/24

 Date

134

SCHOOL DISTRICT OF CI
FIELD TRIP REC

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL

April 4, 2024

1. School Requesting: MHS
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes No _____
4. Dates of Field Trip*: 6/3/24 - 6/2/24 Destination*: Puttledge, Ga.
5. Group Taking Trip: ROTC Orienteering Cadets
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____
7. Educational Value of Field Trip: Advanced Orienteering Training
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 1 or 2 Number of Chaperones*: 0 (Parents take)
10. Cost Per Student: \$200.00 Budget Code or Source to be charged: 3167
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: Various Returning Time*: Various

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Teacher, Team Leader, Department Head, Etc.	<u>[Signature]</u>	Date	<u>2/27/24</u>
Principal	<u>[Signature]</u>	Date	<u>2/27/24</u>
Assistant Superintendent	<u>[Signature]</u>	Date	<u>3/4/24</u>
Superintendent	<u>[Signature]</u>	Date	<u>3/4/24</u>

135

SCHOOL DISTRICT OF CL
FIELD TRIP REQ

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
April 4, 2024

1. School Requesting: MHS
2. Transportation (Check One):
School Bus(s) Private Vehicle(s) Commercial Carrier _____ Other _____
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes No _____
4. Dates of Field Trip*: 6/8/24 - 6/15/24 Destination*: Gainsville, GA.
5. Group Taking Trip: ROTC (4-5 cadets)
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____
7. Educational Value of Field Trip: Leadership Academy. 2 Cadets will travel with SNSE on 6/8/24. 3 Cadets will travel on School Bus with other cadets from other Clay County units on 6/9/24. All cadets will return w/ their parents on 6/15/24.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 4-5 Number of Chaperones*: 1
10. Cost Per Student: 0 Budget Code or Source to be charged: 3167
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: TBD Returning Time*: TBD

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Teacher, Team Leader, Department Head, Etc.

Principal

Assistant Superintendent

Superintendent

2/23/24
Date

2/23/24
Date

3/4/24
Date

3/4/24
Date

136

SCHOOL DISTRICT OF
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
April 4, 2024

1. School Requesting: Orange Park High Sch
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier Other
If Commercial Carrier or Other, please state type: Coach Bus and Airline.
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes No _____
4. Dates of Field Trip*: January 16-22, 2025 Destination*: Washington D.C.
5. Group Taking Trip: Clay County District School Students
6. If using private vehicles, list approved driver(s): _____
7. Educational Value of Field Trip: Presidential Inauguration, Historical and Political study
8. Supporting Florida Standards Benchmark(s) with Narrative(s): SS.912.CG.1 - SS.912.CG.4
9. Number of Students*: Approx 30 Number of Chaperones*: 3
10. Cost Per Student: \$3,070 Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: Jan 16, 2025 TBD Returning Time*: Jan 22, 2025 TBD

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s):

Teacher, Team Leader, Department Head, Etc.

Principal

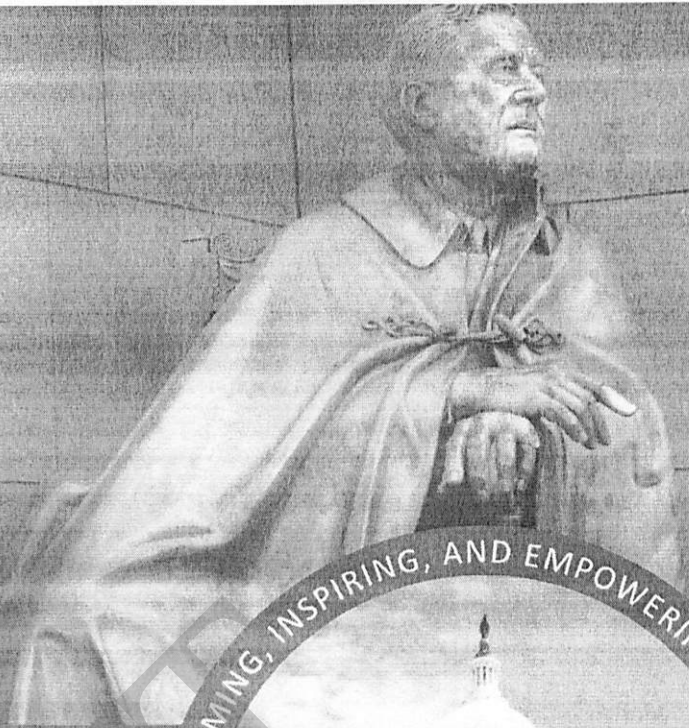
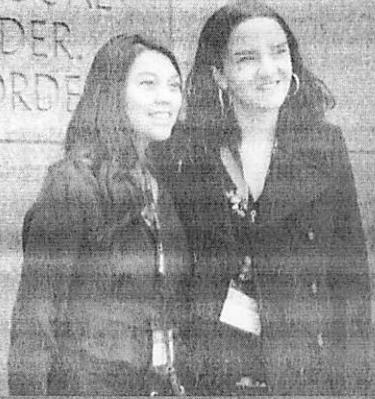
Assistant Superintendent

Superintendent

2/24/24
Date
3/1/24
Date
3/6/24
Date
3/18/24
Date

CLOSE UP

WASHINGTON D.C.
ESTABLISH
GOVERNMENT BASED ON
CONSENT OF ALL HUMANS
JUSTICE UNDER LAWS
PROTECTIVE OF INDIVIDUAL
LIBERTIES. THIS IS A NEW ORDER.
AND IT IS NOT ORDER.



CLOSE UP PROPOSAL HIGH SCHOOL PROGRAM



SCHOOL: ORANGE PARK HIGH SCHOOL

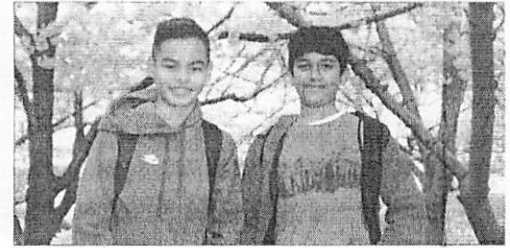
TEACHER: JUSTIN DANIELS

CLOSE UP REP: CORY GASSETT

CGASSETT@CLOSEUP.ORG

703-706-3364

WHY PARTNER WITH THE CLOSE UP FOUNDATION?



NON-PROFIT: Close Up is a non-profit, non-partisan education organization with over 50 years of experience and nearly one million alumni. We inform, inspire, and empower young people to become active and engaged citizens and develop the skills and attitudes necessary to become leaders in their schools and communities.

NOT JUST A SIGHT-SEEING TOUR: Using Washington, DC, as a living classroom, students actively engage with the city and one another through interactive lessons, deliberations, and simulations through our methodology and curriculum.

DEDICATED PROGRAM INSTRUCTORS: Our highly trained instructors deliver top-notch experiential curriculum in a small group setting. Students will meet with peers from across the country to expand and complement their world view. They will engage with each other and their instructor in discussions that help build connections between social studies content and the world outside the classroom. Throughout the process, instructors will ensure students are fully engaged, having fun, and learning new civic skills!

CONNECTING HISTORY TO TODAY: At every monument, memorial, and museum, instructors help students connect what they are seeing to current issues by providing history and context. For example:

- *American Political Values* - At the Jefferson, FDR, and MLK Memorials students examine where the American political values of liberty, equality, and justice come from; the connection between them; and what they mean today.

INTENTIONAL SCAFFOLDING AND SEQUENCING: Schedules are designed so that each site visit builds upon previous activities and discussions. For example:

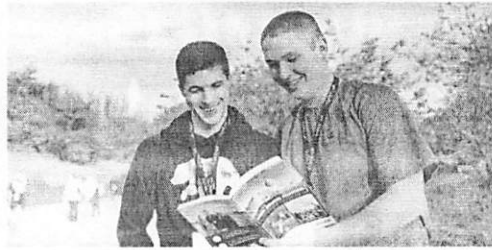
- *Congressional Simulation* - Before visiting Capitol Hill, students participate in our signature Mock Congress Activity. By taking on the role of Members of Congress, students experience the legislative process firsthand and are prepared to ask substantive questions during their Capitol Hill meetings.

MEETINGS WITH CONGRESSIONAL DELEGATION: Students and teachers spend a day on Capitol Hill where they will meet with their elected officials or their staff and have the opportunity to ask questions about important current issues. Schools can also use independent time between meetings to visit other iconic sites on Capitol Hill, like the Supreme Court and Library of Congress.

BEHIND THE SCENES ACCESS: Students hear from and ask questions of public policy officials and other key players at places such as foreign embassies, the State Department, and policy advocacy organizations. Close Up partners with over 100 organizations in Washington, DC, to give them a dynamic perspective of the nation's capital beyond the monuments.

ONE-OF-A-KIND TEACHER PROGRAM: We offer teachers the opportunity to network with other educators from around the country, return home with new tools to enhance teaching practices, and earn CEU and graduate credits all while exploring famous sites in and around DC.

SUPERVISION AND SUPPORT



STAFFING MODEL: Upon arrival in Washington, DC, schools will be welcomed by our staff, which includes a full-time Program Leader, Program Instructors, a Program Assistant, and night monitors. All staff members pass federal and state background checks before hiring and must complete CPR/AED/First Aid training before working with students.

- **Program Leader & Instructors** - One full-time program leader is dedicated to your program. There are two program instructors per bus and each lead a workshop group of 20-25 students. Every leader and instructor is college-educated and has received over 120 hours of training, as well as ongoing professional development to stay up-to-date with experiential teaching methodologies and techniques.
- **Program Assistant** - A dedicated staff member available to assist when a student is sick or needs to visit a doctor due to illness. This assistant is also available to provide supervision at the hotel if a student is not able to participate on program.
- **Night Monitors** - Staff members are stationed in each hallway overnight to check students into their rooms and address any needs that may arise overnight.

MEDICAL CARE: Close Up partners with several leading healthcare providers, including Georgetown University Children's Medical Center (GUCMC), to ensure that students have access to quality health care should they get sick while on program. Close Up, along with the trip coordinator, will work together to ensure that students get timely access to quality health care if the need arises.

EMERGENCY HOTLINE: This 24/7 hotline number is printed on student nametags and is made available to parents and administrators before program begins.

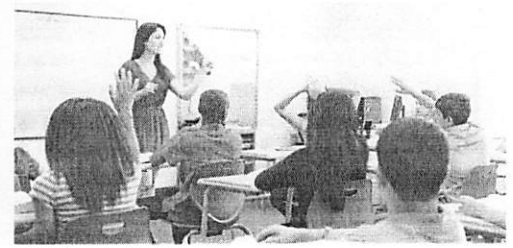
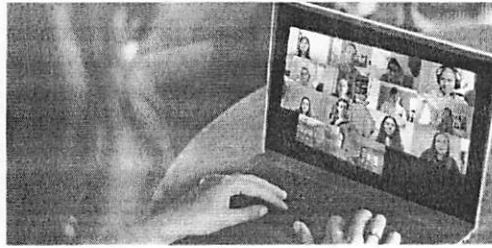
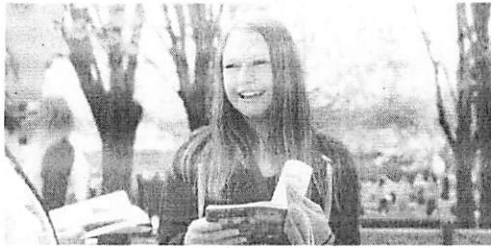
LIABILITY INSURANCE: Close Up has a liability policy in place to protect all schools. School-specific liability certificates are available upon request.

TRAVEL SUPPORT: We provide a toll-free number staffed by our transportation team during travel days. We monitor arriving and departing flights throughout the day and night. If any problems arise (flight cancellations, weather delays, schedule changes, etc.), schools can call and we will work with you to find a solution.

Close Up taught me how to get involved and why it is important to use my voice and to help make change everyday.

- SAMANTHA, STUDENT, AZ

WHAT DOES CLOSE UP OFFER OUTSIDE OF DC?



CURRENT ISSUES RESOURCES: Our classroom resource center provides comprehensive, bipartisan materials on current issues and policies, and helps students prepare to engage with diverse perspectives. Subscriptions include:

- **School-Wide Use** - Access to structured discussions, debates, and deliberations focusing on a central question for all classrooms.
- **Frequent Updates** - Issues resources are updated regularly throughout the school year to reflect current policy.
- **Background Information** - Each topic includes primary sources from decision-makers and experts across the political spectrum to help students understand issue context and history.
- **Lesson Plans** - Various activities and structured guides are provided to help facilitate meaningful classroom conversations.

CURRICULUM & RESOURCE DESIGN: Using a methodology based on issue-centered education, cooperative learning, multipartisanship, and democratic classroom leadership, our customized curriculum and resource plans for schools and districts, are designed to inspire and boost student engagement both at school and out in the community.

PROFESSIONAL DEVELOPMENT: Our virtual and in-person PD sessions provide interactive, innovative training to help teachers successfully navigate challenging conversations about social and political issues at school. Each session can be fully customized to meet curricular, grade-level, and school or district needs. All sessions include ready-to-use lesson plans, activities, tools, strategies, and digital resources that promote critical thinking and thoughtful discourse among students. Examples include:

- **Navigating Challenging Conversations at School** - Helps teachers to build a learning community of diverse students and learn how to respond effectively when discourse breaks down.
- **Facilitating Productive Civil Discourse in Your Classroom** - Provides teachers with the resources and tools to help students have meaningful conversations about controversial issues.
- **Media Literacy and Politically Charged Language** - Equips teachers with the skills and knowledge to help students critically evaluate media messages in an era of polarization.

VIRTUAL PROGRAMS: Close Up's customizable virtual programs are opportunities for schools and districts to provide both supplemental academic enrichment and tutoring to their students. Virtual programs are designed to be flexible, making them easily adaptable to any schedule or learning goal. All programs are facilitated by Close Up instructors, who are experts in leading student discussions, building inclusive communities, and connecting students to the world around them.

I am excited to debate contemporary issues and connect them to U.S. history. This was exceptional PD, the best of the year!

- SARAH, TEACHER, FL

CLOSE UP PRESIDENTIAL INAUGURATION HIGH SCHOOL PROGRAM



THURSDAY



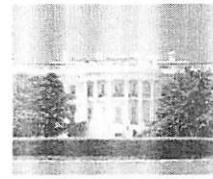
FRIDAY



SATURDAY



SUNDAY



MONDAY



TUESDAY



WEDNESDAY

Arrive in Washington
Meet your Close Up
concierge and explore DC
with your school

Welcome Dinner

Group Orientation
Meet students from
across the country and
get to know your Close
Up program instructor

Introduction Workshop*
What are the biggest
issues that we face in our
democracy today?

Setting the Presidential
Agenda
Students will deliberate
the top issues and
priorities of the president's
party platform

Social Time

*Sample schedule subject to change.

Workshops are small learning
communities made up of students
from various states. Each workshop
opportunity is led by the same Close Up
program instructor for the duration of
the trip.

Study visits led by highly trained
instructors provide unique
opportunities to learn using historic
sites and institutions as living
classrooms.

Inaugural public events planned by
the Presidential Inaugural Committee
are not guaranteed and subject to
availability.

EST 1002021-40 Registration as a seller of
travel does not constitute approval by the
State of California.

Exploring American Political
Values Study Visit**
Where do American
political values come from
and what do they mean?

Jefferson Memorial—
How do the rights
outlined in the Founding
Documents apply to our
view of liberty today?

FDR Memorial—What
rights are needed to
ensure equal opportunity
for all citizens?

MLK Memorial—How
do we see MLK's view
of justice in the United
States today?

Group Photo at Jefferson

Lunch at Smithsonians

Presidential Issues Seminar
Take a deeper look at the
president's agenda

U.S. Marine Corps
Memorial
Visit the representation of the
iconic flag-raising at Iwo Jima

Dinner at Hotel

Mock Congress Workshop
Debate, amend, and vote
on current issues

Capitol Hill Walking
Workshop
Get a first-hand look at
how the legislative branch
works

Lunch in Pentagon City

War Memorials
Study Visit
What do the WWII,
Lincoln, Vietnam
Veterans, and Korean
War Veterans Memorials
say about those who
have served and
sacrificed?

Pre-Inauguration Events †
Get excited for the
presidential inauguration
with thrilling festivities
and celebrations! Past
events have included
headliner concerts and
fireworks on the National
Mall.

Dinner

American Political Values
Workshop
Examine the connections
between liberty, equality,
and justice

Social Time

Arlington National
Cemetery
Visit our nation's most
hallowed ground and
witness the Changing of
the Guard

Congressional Seminar
Examine the goals of the
new Congress and discuss
their impact on the future
of our nation with a DC
insider

Neighborhood Study
Visit and Lunch
Explore DC off the beaten
path, e.g. U Street,
Adams Morgan

DC's Hidden Gems
Visit lesser-known sites
that enrich DC's cultural
history, such as Lincoln
Park and the African
American Civil War
Museum

Dinner

Current Issues in Public
Policy Workshop
Debate hot topics with
your new friends from
across the country

Social Time

**ATTEND
INAUGURATION
DAY EVENTS WITH
YOUR SCHOOL!**

Swearing-In of the
President and Vice
President
Watch history in the
making as the president
is sworn into office

Inaugural Address
Be inspired as you listen
to the president address
the nation

Inaugural Parade
See the president
and vice president
make their way down
Pennsylvania Avenue to
the White House

Lunch in the City

Dinner at Hotel

Inaugural Ball
Celebrate and dance
the night away at this
impressive event with
fun games, great food,
and exclusive DJs!

Spend the Day with Your
School Exploring DC

Smithsonian
Institution Museums

Chinatown and the
National Portrait
Gallery

U.S. Holocaust
Memorial Museum

Final Workshop
How will you stay
engaged on issues that
matter to you?

Banquet and Dance
Enjoy a fun-filled
evening to top off this
memorable week!

Sightsee in Washington
Prior to your departure,
spend some more time
exploring the city with
your school

Depart for Home

**EXTEND YOUR
STAY IN DC!**

Enhance your Close
Up experience and
spend an extra day
in DC! Choose to visit
Mount Vernon, George
Washington's home
in Virginia, or other
iconic sites and exciting
neighborhoods in the
nation's capital with
your school.

My experience on Close Up has
forever changed my life. I met
so many different students
from across the U.S. and
learned how to take action in
my community.

- Treanna, Student, Georgia

ORANGE PARK HIGH SCHOOL | JUSTIN DANIELS

2025 PRICE QUOTE

PROGRAM COST FOR WASHINGTON D.C. (7 DAYS/6 NIGHTS):

Total Cost Per Student (Round-trip airfare from Jacksonville included):	\$3,070
Total Cost Per Adult* (Round-trip airfare from Jacksonville included):	\$3,420

* One teacher fellowship is provided for every 10 paying participants. Adults are roomed in double rooms unless participant elects to pay for a single room.

ADDITIONAL DETAILS:

Program Dates:	January 16 - 22, 2025
\$500 Deposit Per Student Due:	June 3, 2024
Final Payment Due:	September 30, 2024
100% Cancellation Deadline:	September 30, 2024

* Additional payments TBD; customizable based on funding plan.

WHAT IS INCLUDED IN CLOSE UP'S PROGRAM TUITION:

- One adult included for every 10 students;
- Round trip airfare
- Coach bus transportation to and from all activities in Washington, DC;
- Three student meals a day and two adult meals a day starting with dinner on day of arrival;
- Quality hotel accommodations (students room four to a room);
- Comprehensive instruction from trained educators (two Instructors per bus and one Program Leader);
- Dedicated Close Up Partnership Coordinator, Curriculum Coordinator, and Program Leader to ensure quality program and stress-free logistics;
- Academic program materials (including student guidebook);
- Night monitors in every hotel;
- All program logistics and planning;
- Group photo, certificate, and Close Up souvenirs;
- Booking speakers and Congressional meetings;
- Liability insurance;
- All tips and gratuities;
- Medical access to Georgetown Pediatric Center; and
- 24/7 supervision and instruction.

SCHOOL DISTRICT OF CL **ADMINISTRATIVELY APPROVED**
FIELD TRIP REQUEST PENDING BOARD APPROVAL

April 4, 2024

1. School Requesting: Ridgeview High School
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier X Other ✓
If Commercial Carrier or Other, please state type: _____
3. Trip(s) Overnight: Yes X No _____ Trip(s) Out-of-State: Yes _____ No X
4. Dates of Field Trip*: WED to SAT April 24-27, 2024 Destination*: Naval Air Station Key West
5. Group Taking Trip: NJROTC Cadets who have all As, Bs, or Cs and teacher's permission
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. N/A
7. Educational Value of Field: See attached itinerary
8. Supporting Florida Standards Benchmark(s) with Narrative(s):
AT.2.1.4.2, AT.6.1.4.2, PE.B. 2.4.4, AT.9.4.2, PE.A.3.4.2, PE.B.1.4.4, HE.B.3.4.5, PE.B.2.4.4
9. Number of Students*: 45 Number of Chaperones*: 6
10. Cost Per Student: \$200.00 Budget Code or Source to be charged: 3167
(Scholarships are available) (Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 5:00 am Returning Time*: 10:00 PM

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Teacher, Team Leader, Department Head, Etc. _____
Principal _____
Assistant Superintendent _____
Superintendent _____

Date 3/1/2024
Date 3/1/24
Date 3/4/24
Date 3/4/24

55

Key West Schedule

Wednesday, April 24th

Eat Breakfast before you leave home – **we will not stop for breakfast**

- 0500 Everyone arrives to take muster and load the bus
- 0530: Depart for Key West (wear civilian clothes with a bathing suit underneath.)
ALL BATHING SUITS MUST BE CONSERVATIVE, OR YOU WILL BE WEARING PT SHORTS AND A T-SHIRT ON TOP!!!!
- 1200: Stop for lunch (**Fast food you pay**)
- 1600: Arrive at Fort Zachary Taylor State Park for Tour
- 1730: Arrive beach for a swim and Supper -- Sub Sandwiches (Unit provides)
- 1930: Depart
- 2000: Arrive at Fairfield Inn & Suites Key West at The Keys Collection
3852 N Roosevelt Blvd, Key West, FL 33040 Phone: (305) 320-0910
- 2200: TAPS (tape doors)

Thursday, April 25th

- 0600: Reveille
- 0630: Breakfast at hotel - free
- 0730 Change onto uniforms and depart for Naval Air Station Aircraft Hangers
- 0845: Arrive at F/A 18 and flight line
Arrive at Search and Rescue Squadron
Police K-9 unit
- 1100 Depart
- 1130 Arrive at Key West Coast Guard Station
- 1145-1230: Eat lunch at Key West Coast Guard Station (Unit provides)
- 1230: Tour Coast Guard Station
- 1500: Depart Coast Guard Station
- 1530: Arrive at Navy Exchange
- 1630: Depart Exchange
- 1700: Arrive Hotel (Change into civilian clothes)
- 1800: Supper at fast food (**You pay**)
- 1900: Depart for Bowling or hang out at the hotel swimming pool
- 2130: Arrive at barracks
- 2200: TAPS (Tape Doors)

Friday, March 26th

- 0700: Reveille (Wear any kind of civilian clothes with a bathing suit underneath)
- 0730: Breakfast at the hotel free
- 0830: Depart for Trimaran
- 0900: Get underway on Trimaran for snorkeling
- 1200: Return to the pier, and eat--Fast Food (You Pay)
- 1300 Return to the Hotel and change into jeans **WITH NO HOLES** and Unit PT-Shirt
- 1330 Depart for WWII Coast Guard Cruiser Museum Ship USCGC INGHAM
- 1660: Return to Hotel and change for a night downtown Mallory Square (**Supper You Pay**)
- 2100: Return to Hotel
- 2130: Arrive Barracks
- 2200 TAPS (Tape doors)

Saturday, March 27th

0500: Reveille

0530: Depart Barracks

0600: Breakfast at hotel==free

0700: Depart

1100: Stop for Lunch (**You Pay**)

1530: Arrive SEAL Museum

1730: Depart

1800: Stop for supper (**You Pay**)

2100: Arrive RHS

DRAFT

SCHOOL DISTRICT OF
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
PENDING BOARD APPROVAL
April 4, 2024

1. School Requesting: Ridgeview High
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) Commercial Carrier _____ Other
If Commercial Carrier or Other, please state type: rented van
3. Trip(s) Overnight: Yes No _____ Trip(s) Out-of-State: Yes _____ No
4. Dates of Field Trip*: June 21-23 2024 Destination*: Tallahassee
5. Group Taking Trip: Girls Basketball Team
6. If using private vehicles, list approved driver(s): Gussie Solomon, Charmaine Patterson
7. Educational Value of Field Trip: To attend basketball team camp to improve basketball skills and knowledge.
8. Supporting Florida Standards Benchmark(s) with Narrative(s): _____
9. Number of Students*: 10-20 Number of Chaperones*: 4-6
10. Cost Per Student: \$100-150 Budget Code or Source to be charged: 1107 Girls Basketball
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: June 21 12:30 pm Returning Time*: June 23 4:30 pm

*For School Buses, if more than one bus is requested, reference bus request form.

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

Gussie Solomon
Teacher, Team Leader, Department Head, Etc.
[Signature]
Principal
[Signature]
Assistant Superintendent
[Signature]
Superintendent

February 27, 2024
Date
February 27, 2024
Date
3/4/24
Date
3/4/24
Date

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Florida State University - Women's Basketball

Team Camp

LOCATION: Tallahassee, FL
 EVENT DATE(S): Jun 21, 2024 to Jun 23, 2024
 AGES: 11 to 18
 GRADES: 6th to 12th
 REGISTER BY: Jun 19, 2024 11:59pm CST
 REGISTRATION PROTECTION: Available at checkout

Register for this event!

Select a price option to continue.

(NOTE: You will enter your roster information during checkout.)

<input type="radio"/> Middle School 3 Day Overnight	\$350.00
<input type="radio"/> Middle School 3 Day Commuter	\$350.00
<input type="radio"/> Middle School 2 Day Commuter (4 games)	\$350.00
<input type="radio"/> Middle School 1 Day Commuter (3 games)	\$350.00
<input type="radio"/> JV 3 Day Overnight	\$350.00
<input type="radio"/> JV 3 Day Commuter	\$350.00
<input type="radio"/> JV 2 Day Commuter (4 games)	\$350.00
<input type="radio"/> JV 1 Day Commuter (3 games)	\$350.00

Event Description

Team Camp

Prepare for an unforgettable weekend of basketball brilliance at the Brooke Wyckoff Team Camp, where fun meets competition and teams take their skills to the next level. This immersive camp is tailored for teams ready to elevate their game. The camp's friendly yet competitive atmosphere creates the perfect setting for forging team bonds and refining on-court strategies. Engage in a dynamic blend of strategic gameplay, and spirited competition.

June 21st - 23rd, 2024

TEAMS: Middle School, JV, Varsity, AAU

5 Games + Overtime Tournament

COST OPTIONS:

3 Day Overnight - \$350 team fee + \$175 per person

(free adult with every 8 kids)

3 Day Commuter - \$350 team fee + \$30 per player

2 Day Commuter - \$350 team fee + \$10 per player (4 games)

1 Day Commuter - \$350 team fee (3 games)

ALL CAMPS ARE OPEN TO ANY AND ALL ENTRANTS, ONLY LIMITED BY NUMBER, AGE, GRADE OR GENDER.

LOCATION: Tully Gymnasium, 139 Chieftan Way

SCHOOL DISTRICT OF CLAY COUNTY
FIELD TRIP REQUEST

ADMINISTRATIVELY APPROVED
Received too late for March 7, 2024
Board Meeting
Received for information: April 4, 2024

1. School Requesting: Ridgeview High
2. Transportation (Check One):
School Bus(s) _____ Private Vehicle(s) _____ Commercial Carrier _____ Other X _____
If Commercial Carrier or Other, please state type: RENTAL CARS
3. Trip(s) Overnight: Yes _____ No X Trip(s) Out-of-State: Yes X No _____
4. Dates of Field Trip*: MARCH 30, 2024 Destination*: BENEDICT COLLEGE
5. Group Taking Trip: FOOTBALL
6. If using private vehicles, list drivers you wish to designate as Agents of the Board and attach the necessary Agent of the Board form. _____
7. Educational Value of Field Trip:
VALUE IN THE RECRUITING PROCESS, SHOWING THE ATHLETES THAT THEIR GOALS OF COLLEGIATE ACADEMICS AND ATHLETICS ARE TANGIBLE.
8. Supporting Florida Standards Benchmark(s) with Narrative(s):
N/A
9. Number of Students*: 10 Number of Chaperones*: 2
10. Cost Per Student: \$0 Budget Code or Source to be charged: _____
(Example: Internal Accounts, 5100.0331, Athletic Departments)
11. Departure Time*: 6:00am Returning Time*: 6:00pm
**For School Buses, if more than one bus is requested, reference bus request form.*

All county policy and school directives have been reviewed and compliance has been established. This form should be submitted to the appropriate Instructional Division supervisor. If school buses are being used, the transportation request form should be attached. School bus requisition numbers for each request form are to be list below.

Bus Requisition Number(s): _____

<u>[Signature]</u> Teacher, Team Leader, Department Head, Etc.	<u>3/1/2024</u> Date
<u>[Signature]</u> Principal	<u>3/1/24</u> Date
<u>[Signature]</u> Assistant Superintendent	<u>3/15/24</u> Date
<u>[Signature]</u> Superintendent	<u>3/21/24</u> Date

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Stutz, Aimee <aimee.stutz@myoneclay.net>

Fwd: Benedict College Recruiting

1 message

Fri, Mar 1, 2024 at 7:48 AM

Smith, Merlin <merlin.smith@myoneclay.net>
To: Aimee Stutz <aimee.stutz@myoneclay.net>

FYI

----- Forwarded message -----
From: **Smith, Merlin** <merlin.smith@myoneclay.net>
Date: Thursday, February 29, 2024
Subject: Benedict College Recruiting
To: Samuel Keitt <coachsamkeitt@gmail.com>

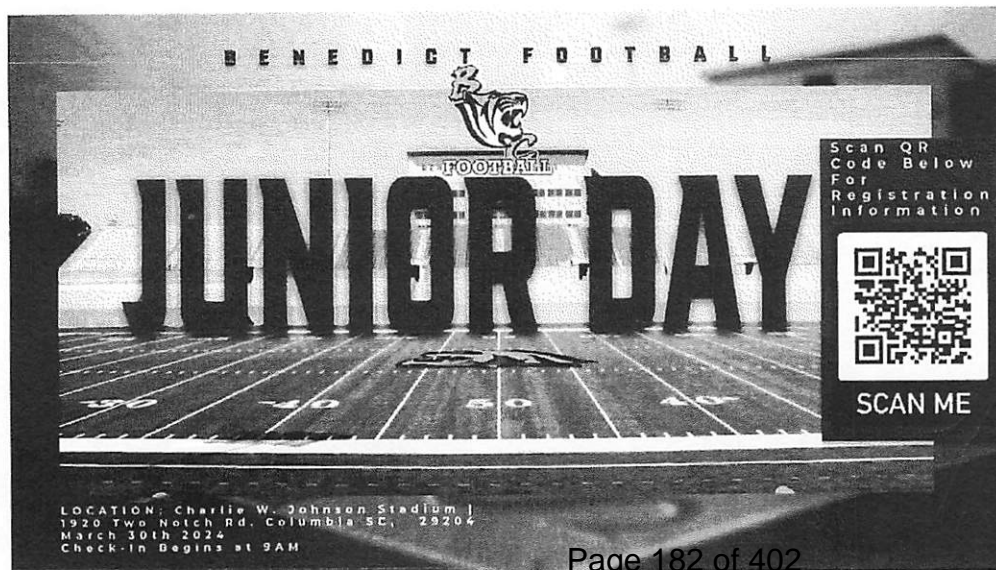
----- Forwarded message -----
From: **Showers, Shannon** <Shannon.Showers@benedict.edu>
Date: Thursday, February 29, 2024
Subject: Benedict College Recruiting
To: "Showers, Shannon" <Shannon.Showers@benedict.edu>

Good Morning,

I hope all is well coach, My name is Shannon Showers or coach Shake. I am the assistant DB Coach at Benedict College and have been assigned to my hometown and surrounding areas for recruiting. As a staff, we know we have to get those ballers in the sunshine state! I would like to invite you and your class of '25 athletes to our Junior day on March 30th. You can scan the QR code for your players to register. I'll also attach my phone number so you can send me any unsigned players in the class of '24, as well as any of your former players that are in the transfer portal. I promise to be completely transparent throughout the recruiting processes and hope to build a relationship with you. Feel free to reach out to me anytime.

Cell: 352-215-6345

Thank you,



April 4, 2024 - Regular School Board Meeting

Title

C8 - Proposed Florida Youth Challenge Academy Student/Employee Calendar for 2024-2025 School Year

Description

Florida Youth Challenge Academy developed an employee and student calendar for the 2024-2025 school year.

Gap Analysis

N/A

Previous Outcomes

None

Expected Outcomes

All student/employee calendars require School Board approval to establish school/work schedules for students and employees.

Strategic Plan Goal

N/A

Recommendation

That the Clay County School Board will approve the recommended Florida Youth Challenge Academy Employee and Student Calendar for the 2024-2025 school year.

Contact

Treasure Pickett, Director K12 Secondary Ed., treasure.pickett@myoneclay.net

Financial Impact

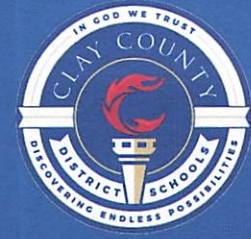
None

Review Comments

Attachments

[FLYCA Student-Employee 2024-2025 Calendar.pdf](#)

School Board of Clay County
 Florida Youth Challenge Academy
 Student/Employee Work Calendar
 2024-2025



Monday, July 22, 2024	First Day for Teachers (Planning)
Monday, July 29, 2024	First Day of Class for Students
Monday, September 2, 2024	Labor Day (Students/Teacher Holiday)
Wednesday, September 18, 2024	Teacher Planning Day
Thursday & Friday, September 19 & 20, 2024	Student/Teacher Holiday
Saturday, September 21, 2024	Family Day
Monday, November 11, 2024 Holiday)	Veteran’s Day (Student/Teacher
Wednesday, November 27, 2024	Student/Teacher Holiday
Thursday & Friday, November 28 & 29, 2024	Thanksgiving (Student/Teacher Holiday)
Wednesday, December 4, 2024	Last Day for Students – Awards Banquet
Tuesday, December 10, 2024	Graduation Day / Last Day for Teachers
Tuesday, January 21, 2025	First Day for Teachers (Planning)
Monday, January 27, 2025	First Day of Class for Students
Monday, February 17, 2025	President’s (Students/Teacher Holiday)
Wednesday, March 5, 2025	Teacher Planning Day
Thursday & Friday, March 6 & 7, 2025	Student/Teacher Holiday
Saturday, March 8, 2025	Family Day
Thursday & Friday, April 17 & 18, 2025	Student/Teacher Holiday
Monday, April 21, 2025	Teacher Planning Day
Monday, May 26, 2025	Memorial Day (Student/Teacher Holiday)
Wednesday, June 3, 2025	Last Day for Students – Awards Banquet
Tuesday, June 10, 2025.	Graduation Day / Last Day for Teachers

April 4, 2024 - Regular School Board Meeting

Title

C9 - 2024 Secondary Summer Programs Calendars Revised

Description

All student/employee calendars require School Board approval to establish school/work schedules for students and employees.

Gap Analysis

N/A

Previous Outcomes

Prior years' Proposed Summer Program calendars were Board approved and posted on the district website.

Expected Outcomes

All student calendars require School Board approval to establish school schedules for students and employees.

Strategic Plan Goal

N/A

Recommendation

That the Clay County School Board will approve the recommended Revised Secondary Summer Programs Calendar 2024 for students and employees.

Contact

Treasure Pickett, Chief of Secondary Ed, treasure.pickett@myoneclay.net 904-336-6918

Financial Impact

None

Review Comments

Attachments

[Secondary Summer Programs Calendar 2024 Revised.pdf](#)

Summer School 2024

Clay County District Schools

6th Grade, Jr. High, BLC, ESOL & High School
Summer Programs
2024

	Location	First Day Teachers	First Day Students, Nurses, & Assistants	Last Day Teachers	Last Day Students, Nurses, & Assistants	Student, Nurse & Assistant Hours	Teachers Hours	Support Facilitators Day & Hours	School Counselor Days & Hours (504 Support)	Important Dates
6th Grade, Jr. High, BLC & High School Credit Recovery Standard diploma, including ESE students (14 Days)	Virtual Monday - Thursday	Thursday 6/13/2024 Training/Planning Face-to-Face at TTC Lab 1001 from 8:30 a.m. - 11:30 a.m.	All subjects 6/17/2024	Wednesday 7/17/2024 10 a.m. - 1 p.m. post planning	Tuesday 7/16/2024	Monday 2:00 p.m. - 7:00 p.m. Tuesday 8:00 a.m. - 1:00 p.m. Wednesday 2:00 p.m. - 7:00 p.m. Thursday 8:00 a.m. - 1:00 p.m.	Monday 2:00 p.m. - 7:00 p.m. Tuesday 8:00 a.m. - 1:00 p.m. Wednesday 2:00 p.m. - 7:00 pm Thursday 8:00 a.m. - 1:00 p.m.	6/13/2024 Face-to-Face Planning at TTC 8:00-11:00 am. (includes 30 minute lunch break) Virtual Hours 6/17/2024 - 7/16/2024 Monday/Wednesday 2:00 p.m. - 7:00 p.m. Tuesday/Thursday 8:00 a.m. - 1:00 p.m. Extended Time/Days 7/17/2024 2:00 p.m. - 7:00 p.m. 7/18/2024 8:00 a.m. - 1:00 p.m. 7/22/2024 8:00 a.m. - 1:00 p.m.	6/13/2024 Face-to-Face Planning at TTC 8:30a.m.-11:30a.m. Virtual Hours 6/17/2024 - 7/16/2024 10:00a.m.- 2:00p.m. Extended Time/Days 7/17/2024 10:00 a.m. - 2:00 p.m. 7/18/2024 10:00 a.m. - 2:00 p.m. 7/22/2024 10:00 a.m. - 2:00 p.m.	No school 7/1-7/4/2024 Summer EOC's: July 24 - 25. Information on Individual EOC dates will be distributed by the students home school.
Algebra 1 Credit Recovery ESE Only (16 Days)	KHH MHS OPH Transportation will be provided for all students	Thursday 6/13/2024 Report to assigned school for virtual Training 8:00 a.m. - 9:00 a.m. Planning at assigned school 9:00 a.m. - 3:00 p.m. (includes 30 min. lunch break)	Monday 6/17/2024	Thursday 7/18/2024	Thursday 7/18/2024	Monday - Thursday 8:00 a.m. - 11:30 a.m.	Monday - Thursday 7:45 a.m. - 12:15 p.m.			No school 7/1-7/4 Summer EOC's: July 10 - 20. Information on Individual EOC dates will be distributed by the students home school.
Algebra I Boot Camp Standard diploma, including ESE students (2 Days)	Students will report to their zoned high school. Junior high TBD.	Thursday 7/18/2024 Report to assigned school for planning 9:00 a.m. - 12:00 p.m.	Monday 7/22/2024	Tuesday 7/23/2024	Tuesday 7/23/2024	Monday - Tuesday 8:00 a.m. - 11:00 a.m.	Monday - Tuesday 7:45 a.m. - 11:15 a.m.			Summer EOC's: July 24 - 25. Information on Individual EOC dates will be distributed by the students home school.
ESOL Summer Language Camp (Rising 4th-8th Graders) Newcomers and ELLs (16 Days)	OPJ LSJ OLJ GCJ Transportation will be provided for students	Thursday 6/6/2024 Report to assigned school for virtual Training 8:00 a.m. - 9:00 a.m. Planning at assigned school 9:00 a.m. - 12:00 p.m.	Monday 6/10/2024	Thursday 6/27/2024	Thursday 6/27/2024	Monday - Wednesday 8:30 a.m. - 11:30 a.m. Thursday 8:30 a.m. - 1:30 p.m.	Monday - Wednesday 8:00 a.m. - 12:00 p.m. Thursday 8:00 a.m. - 2:00 p.m.			
ESOL Summer Language Program (Rising 10th-12th) Newcomers, ELLs & ELLs Eligible for Alt Grad Pathway (16 Days)	OHS OPH Transportation will be provided for students	Thursday 6/13/2024 Report to assigned school for virtual Training 8:00 a.m. - 9:00 a.m. Planning at assigned school 9:00 a.m. - 3:00 p.m. (includes 30 min. lunch break)	Monday 6/17/2024	Thursday 7/18/2024	Thursday 7/18/2024	Monday - Thursday 8:00 a.m. - 11:30 a.m.	Monday - Thursday 7:45 a.m. - 12:15 p.m.			No school 7/1-7/4

Refer to separate calendar for information regarding Extended School Year Services (ESY) & Elementary Summer School Programs

SCHOOL BOARD APPROVED: February 1, 2024

April 4, 2024 - Regular School Board Meeting

Title

C10 - 2024 VPK, 3rd Grade Summer Camp Calendar revised

Description

All student/employee calendars require School Board approval to establish school/work schedules for students and employees.

Gap Analysis

N/A

Previous Outcomes

Prior years' Proposed Summer Program calendars were Board approved and posted on the district website.

Expected Outcomes

All student calendars require School Board approval to establish school schedules for students and employees.

Strategic Plan Goal

N/A

Recommendation

That the Clay County School Board will approve the recommended Revised VPK, 3rd Grade Summer CampCalendar 2024 for students and employees.

Contact

Treasure Pickett, Chief of Secondary Ed, treasure.pickett@myoneclay.net 904-336-6918

Financial Impact

None

Review Comments

Attachments

📎 [2024 VPK, 3rd Grade Summer Camp Calendar Revised.pdf](#)

Clay County District Schools

Summer School 2024

Clay County District Schools

VPK, 3rd Grade
Summer Camp 2024

	Location Elementary Sites	Training Teachers (ESE & General Ed)-Counselors-Nurses-Assistants	First Day Teachers (ESE, General Ed) Assitants & Nurses	First Day Students	Last Day Students-Staff	Hours Students	Hours Teachers (ESE & General Ed)	Important Dates
Voluntary Pre-K (VPK) Summer Program (38 Student Days)	Rideout Elementary School	Tuesday 6/4/2024 Onsite Pre Planning/Key Pickup Training (Curriculum & Materials) 8:00 a.m - 3:30 p.m.		Wednesday 6/5/2024	Friday 8/2/2024	Monday - Friday 8:00 a.m. - 4:00 p.m.	Monday - Friday 5-Day Week 7:30 a.m. - 4:00 p.m.	Monday-Friday, July 1-5, 2024 Teacher-Student Holidays
3rd Grade Summer Reading Camp (20 Student Days)	8 ZONED SCHOOLS ROE - ROE + CGE WES = WES + CHE MBE = MBE + SLE + LAE LSE = LSE + MCE + RVE SPC= SPC + DIS CEB= CEB + SPS FIE = FIE + PES + TBE SBJ = SBJ + WEC INDEPENDENT SCHOOLS Argyle (AES) Discovery Oaks (DOE) Grove Park (GPE) Keystone Heights (KHE) McRae (MRE) Oakleaf Village (OVE) Plantation Oaks (POE) Tynes (TES)	Wednesday 6/6/2024 Curriculum Training 3rd Grade Teacher MPC Main Room 8:00 a.m. - 11:00 a.m. Assigned School Site: Pre Planning & Key Pickup 12:00 p.m. - 3:00 p.m.	Thursday 6/6/2024	Monday 6/10/2024	Thursday 7/18/2024	Monday - Thursday 8:30 a.m - 11:30 a.m.	Monday - Thursday 4-Day Week 8:00 a.m - 12:00 p.m. **Thursday, 7/18/2024: Post Planning & Key Turn-in 12:00 p.m. - 1:30 p.m.	Monday-Thursday, July 1-4, 2024 Teacher-Student Holidays
ESOL Summer Language Camp (Rising 4th-8th Graders) Newcomers and ELLs (16 Days)	OPJ LSJ OLJ GCJ Transportation will be provided for students	Thursday 6/6/2024 Report to assigned school for virtual Training 8:00 a.m. - 9:00 a.m. Planning at assigned school 9:00 a.m. - 12:00 p.m.	Thursday 6/6/2024	Monday 6/10/2024	Thursday 6/27/2024	Monday - Wednesday 8:30 a.m. - 11:30 a.m. Thursday 8:30 a.m. - 1:30 p.m.	Monday - Wednesday 8:00 a.m. - 12:00 p.m. Thursday 8:00 a.m. - 2:00 p.m.	

Eligibility for Summer Reading Camp (SRC) is determined by state and district assessment data. Reading Camp teachers must be either Reading Endorsed or Reading Certified s.1011.62(8)(a)(5). 3rd grade SRC teachers must also be highly effective s.1008.25(7). Inclusion teachers must also be ESE Certified. Summer VPK teachers must hold a valid and current teaching certificate and must have completed the required three 5-hour emergent literacy courses and the student performance standards training course. Summer Reading Camp school counselors are certified or pursuing Master's program level certification in school counseling.

April 4, 2024 - Regular School Board Meeting

Title

C11 - CCDS-Adult & Community Education (ClayACE) and Electrical Training Alliance of Jacksonville (ETAJ) MOU for Post-Secondary Adult Pre-Apprenticeship Program

Description

ETAJ has received federal grant funding to expand their adult pre-apprenticeship program into Clay County. This MOU would allow for ClayACE and ETAJ to partner together and offer a state registered electrical pre-apprenticeship program to the adult citizens of Clay and the surrounding counties at no-cost to the school district. CCDS-ACE will manage the program and provide classroom space. ETAJ will provide the instructor, curriculum, technology, supplies and materials (detailed outline of cost is included in MOU).

The goal of this partnership is to help post-secondary pre-apprenticeship students enrolled in this program achieve proficiency in the ETAJ curriculum, enhancing their chances of securing a preferred interview and advanced placement in the ETAJ apprenticeship program upon graduation or successful program completion.

Gap Analysis

This will establish a partnership between ClayACE and ETAJ to provide an adult pre-apprenticeship program registered through the State of Florida Apprenticeship Registration Agency.

Previous Outcomes

None

Expected Outcomes

Approval of this MOU will allow ClayACE to expand education & training offerings to include an adult pre-apprenticeship program with ETAJ.

Strategic Plan Goal

Goal 3: Family and Community Engagement

3.2: Collaborate with parents and community partners to increase stakeholder participation within our district.

3.3: Expand community partnerships to increase student learning and extracurricular opportunities.

Recommendation

School Board Approval of Memorandum of Understanding between The School Board of Clay County (Clay ACE) and Electrical Training Alliance of Jacksonville (ETAJ) for a Post-Secondary Adult Education Pre-Apprenticeship.

Contact

Rachel Walker, Coordinator of Workforce Development, 904-336-4457, rachel.walker@myoneclay.net

Financial Impact

None

Review Comments

Attachments

[240120 Elec Training Alliance MOU with ACE.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 240120
Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 1/25/2024

Name of Contract Initiator: Rachel Walker Telephone #: 904-336-4457

School/Dept Submitting Contract: Clay County Adult & Community Ed. Cost Center # 9008

Vendor Name: Electrical Training Alliance of Jacksonville (ETAJAX)

Contract Title: Memorandum of Understanding

Contract Type: New Renewal Amendment Extension Previous Year Contract # Similar to 190137

Contract Term: _____ Renewal Option(s): _____

Contract Cost: None

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

Funding Source: Budget Line # _____

Funding Source: Budget Line # _____

NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

RECEIVED
By Elaine at 3:26 pm, Jan 25, 2024

- _____ Completed Contract Review Form
- _____ SBAO Template Contract or other Contract (NOT SIGNED by District / School)
- _____ SIGNED Addendum A (if not an SBAO Template Contract) - **When using the Addendum A, this Statement MUST BE included in the body of the Contract: "The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."**
- _____ Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:
COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.
General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.
Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).
Workers' Compensation = \$100,000 Minimum
[If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].
- _____ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)
- _____ Release and Hold Harmless (If Applicable)

****AREA BELOW FOR DISTRICT PERSONNEL ONLY ****

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department Review Date REVIEWED By Bertha Staefe at 1:38 pm, Feb 05, 2024	No Cost - No Purchasing <u>(Shared document with Budget (Kyle Seymore))</u> Property over \$1,000 will need to be processed with Property Control Department. Need to add #10 Addendum A and address comments.
School Board Attorney JPS Review Date 2/19/24	Defer to Attorney: the changes to SBCC Addendum A and all other T&C in MOU Appears as though ETAJ will be donating money with provisions for us to allocate. I reviewed their MOUs with other Counties, and it is similar to this document. I do not think we need Addendum A since they are donating money and goods to the school and providing no other services..
Other Dept. as Necessary REVISED Date 12:28 pm, Feb 20, 2024 REVIEWED By Bertha Staefe at 12:38 pm, Feb 22, 2024	2/20/24 Potential risk, need T&C that address at the least liability. What if the equipment is bad and someone gets hurt? ETAJ removed the highlighted clauses from our Addendum A, so what clauses do we need them to add back in? BFS (D. Broskie)
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	DATE: _____

CONTRACT REVIEW PROCESS FOR "ALL" CONTRACTS

A contract is defined as an agreement between two or more parties that is intended to have legal effect. This may include MOUs, Interlocal Agreements, Service Agreements and Contracts. Contracts document the mutual understanding between the parties as to the terms and conditions of their agreement, contain mutual obligations, and clearly state the agreement's consideration. The term consideration includes the cost of the services and/or products to be provided by second party (vendor or service provider) and any non-monetary performance. No school, department, or other organizational unit has authority to contract in its own name. All Board contracts must be made in the legal name of the Board, "The School Board of Clay County, Florida". The School or Department may extend this name to include the school or department as follows, "The School Board of Clay County, Florida o/b/o _____ (insert the school or department name)" where o/b/o means "on behalf of".

All contracts shall be reviewed and approved by the School Board Attorney and/or the Supervisor of Purchasing to ensure legality, compliance with Board policy, and to ensure the Board interests are protected before the authorized signatory may execute the contract.

All contracts having a value of \$100,000 or more shall be authorized by the Board at a regular or special meeting and signed by the Board Chairman. All approved contracts having a value of less than \$100,000 may be executed by the Superintendent or appropriate District administrator based on the value of the contract.

1. All approved contracts having a value of \$50,000 or more, but less than \$100,000 shall be signed by the Superintendent, or the person who has been designated, in writing by the Superintendent, as the Superintendent's Designee at the time of the contract signing. All contracts executed pursuant to this subparagraph shall be reported to the School Board in a separate entry as part of the monthly financial report.
2. All approved contracts having a value of \$25,000 or more, but less than \$50,000, shall be signed by the Superintendent, or the Assistant Superintendent for Business Affairs.
3. All approved contracts having a value of less than \$25,000 and contracts of any value described in Board Authorized Contracts above that are exempt from the requirement for Board approval, may be signed by the Superintendent, or the Assistant Superintendent for their Division, or Chief Officers, or Directors, or Principals.
4. The Superintendent is authorized to approve contract amendments or change orders for the purchase of commodities and services up to the amount of ten (10) percent or \$50,000, whichever is less, of the original contract amount that was previously approved by the Board.

Employees who enter into agreements without authority may be personally liable for such agreements, whether oral or written.

Step 1: Contract Initiator and Vendor prepare draft contract
(School Board Attorney Office (SBAO) Template Contracts available on SBAO webpage are strongly encouraged)

Step 2: Complete Contract Review Form, attach Required Documents to include the UNSIGNED Contract by the District / School.

For Contracts using Budgeted Funds or For No Cost / Master (County Wide) Contracts:
Initiator submits Contract Review Package to Purchasing Department - See Step 3

For Contracts using Internal Funds Individual to each School:
Initiator submits Contract Review Package direct to SBAO - See Step 4

IMPORTANT

Step 3: If Funded by Budgeted Funds, submit the Contract Review Package to the Purchasing Department. Purchasing will begin the contract review process and submit the contract to the SBAO for review. SBAO may reach out to Initiator and/or other Departments (Risk, IT,) with questions or concerns and will assist with contract revisions. SBAO will send the Contract Review Package back to the Purchasing Department for final processing and the return to Initiator.

Purchasing will log "District" Contracts (Cost/No Cost) on Contract Review Log and save copy of the Contract Review Package PLUS the Final Signed Contract you've return to Purchasing in the Contract Review Team Drive.

Step 4: If Funded by Internal Account (IA), submit the Contract Review Package directly to SBAO.
Email: contractreview@myoneclay.net
The SBAO will begin the contract review process and return it directly to Initiator

Step 5: The Initiator is responsible for finalizing the Contract which includes:
Addressing Comments/Revisions, Obtaining Required Signatures, Send District Final Signed Contract to Purchasing OR Retain Internal Accounts Final Signed Contract at School per School Board Record Policy.
If there is a Cost associated with Contract, the Initiator must work with their Bookkeeper to finalize the Purchasing Process.
Budgeted Funds require a District Purchase Order. Internal Accounts require an IA Purchase Order.

For assistance with legal-related matters, please visit the [School Board Attorney's Office \("SBAO"\) webpage](#) or call 904-336-6507
For assistance with insurance-related matters, please visit the [Business Affairs - Risk Management webpage](#) or call 904-336-6745
For assistance with District Purchasing, please visit the [Business Affairs - Purchasing webpage](#) or call 904-336-6736



MOU

1 message

Daniel Van Sickle <dvansickle@etajax.org>
To: elaine.bartonweeks@myoneclay.net

Tue, Jan 23, 2024 at 11:14 AM

Hello Elaine. It was a pleasure speaking with you last week.

I have attached a proposed Amendment "A" for your review.

Our Trustees feel the existing document treats us more like a company performing work from the County which is not the case.

Please pass along the following to the appropriate agency.

The ETA of JAX received a grant to create an adult electrical Pre-Apprenticeship in Clay County focused on Clay County residents.

Enrollment is to be approx. 20 students

To facilitate this, the ETA of JAX will be DONATING to Clay County:

10 new computers valued at \$1070. 00 each (10@\$1070=\$10,700.00)

Consumable material up to \$12,800.00

New Transformer Trainer valued at \$7,100.00

New AC/DC Trainer valued at \$12,000.00

New Motor Control Trainer valued at \$15,000.00

Books and learning material valued at \$500 per student (20@500=\$10,000.00)

Salary for the Instructor (that Clay County approves) valued at \$8,000.00

ACE must coordinate with Property Control to identify all property of \$1000.00

The ETA of JAX will not receive ANY good, services, or compensation from Clay County.

The ETA of JAX will not perform ANY work in and for Clay County for this Program.

At the completion of the program, Clay County retains all equipment and material.

Basically, the ETA of JAX want to donate \$75,600.00 to Clay County.

Please feel free to reach out to me if you have any questions.

Danny Van Sickle

Training Director

4951 Richard Street

Jacksonville ,Florida

32207

904-737-7533

Memorandum of Understanding

Between

The School Board of Clay County/
Clay County Adult & Community Education (Clay ACE) and
Electrical Training Alliance of Jacksonville (ETAJ) for a
Post-Secondary Adult Education Pre-Apprenticeship

Recitals

WHEREAS Clay County Adult & Community Education program and ETAJ desire to promote the advancement of a registered electrical apprenticeship program that is beneficial to the respective institutions and that furthers the education of electricians in the community as a public good. This agreement creates a partnership to establish a program for supplemental instruction so that students enrolled in the Clay ACE HVAC/Electricity courses within Clay County Adult & Community Education may pursue mastery of the ETAJ curriculum in order to earn a preferred interview and advanced placement into the ETAJ apprenticeship program upon graduation or successful completion of the program.

Witnesseth

IN CONSIDERATION of the mutual objectives, the parties do agree as follows:

1. ETAJ's role as a Program Sponsor includes:
 - a. Provide an ETAJ Instructor for a total of 8 hours of Instruction any time during the school year as needed at the Clay ACE facility to support student learning goals.
 - b. Provide all consumable material used in "hands on" applications.
 - c. Agrees not to hold the Clay County School Superintendent, School Board, and school board employees harmless from any liability for injuries or damages that may arise from any accidents that may occur at the ETAJ facility.
 - d. Maintaining status as a registered apprenticeship program by the State of Florida Apprenticeship Registration Agency.
 - e. Give preference for Job Placement opportunities for each applicant upon completion of the program.
 - f. Complete administrative responsibilities within a timely manner, i.e., completion and submission of certification rosters, student's grades and other reports as assigned by Clay ACE.
2. The Clay ACE's role as the educational institution program includes the following program management and support responsibilities for the cohort of students choosing to pursue the ETAJ program:

- a. This volunteer cohort will follow ETAJ's course outcomes, grading scale, and meet the minimum seat time requirement for a First Year Apprenticeship level class.
 - b. Agrees to not hold ETAJ liable for any accidents that may occur at the Clay ACE.
 - c. Clay ACE will allow adult education students to enter the program.
 - d. Clay ACE will obtain an appropriate waiver and release of liability form all students in the program (off-campus form, etc.). The Waiver and Release of Liability will be executed by a parent, legal guardian of the student, or the adult education student.
3. It is understood the maximum class size will be 25 students.
 4. ETAJ prefers students seek employment with our member contractors. They will strive to place students when positions are available.
 5. Completion of the Program will consist of the First Year Curriculum that the ETAJX has submitted in its standards. This also includes the online and "hands on" parts of the National Electrical Certification Board First year final exam.
 6. Completion of the program will result in a direct interview with the Trustees of the ETAJ Apprenticeship Committee. At that time, the student may apply for Advanced Placement into the 2nd year of ETAJ Apprenticeship.
 7. Should the student be accepted into the apprenticeship, they will agree to adhere to all rules and policies of the ETAJ.
 8. It is further understood that both parties will work towards a preeminent apprenticeship program. This may include the establishment of an Electrical Apprenticeship Certificate. ETAJ will provide successful students with a certificate at the end of the program.
 9. ETAJ and Clay ACE acknowledge that the terms of the relationship, as described herein, may change from time to time.

IN WITNESS WHEREOF, both parties have executed this Memorandum of Understanding and the signatories on behalf of both parties acknowledge that they have authority from the respective entities to sign on their behalf.

On behalf of Clay County Adult & Community Education

Kristin Rousseau 02/29/2024
Kristin Rousseau (Feb 29, 2024 10:40 EST)

Kristin Rousseau, Supervisor Date

On behalf of the Clay County School District

David Broskie, Superintendent of Clay County Schools Date

On behalf of the School Board of Clay County

Ashely Gilhousen, Board Chair Date

Electrical Training Alliance of Jacksonville

Dan VanSickle 02/28/2024
Dan VanSickle (Feb 28, 2024 13:29 EST)

Daniel Van Sickle Apprenticeship Sponsor Date



Jacksonville Electrical Joint Apprenticeship and Training Committee

Memorandum of Agreement

Daniel “Danny” R. Van Sickle III
Training Director
dvansickle@etajax.org

The **Electrical Training Alliance of Jacksonville (ETAJ)** agrees to pay **Clay County Adult & Community Education (Clay ACE)** instructor salary 30 hours per month up to 6 months. ETAJ agrees to give Clay ACE the following:

ITEM	QUANTITY	COST	TOTAL
Transformer Trainer	1	\$7,116.92	\$7,116.92
AC/DC Trainer	1	\$12,840.00	\$12,840.00
Hands-On Motor Controls Trainer	1	\$16,050.00	\$16,050.00
Computer	10	\$1,070.00	\$10,700.00
Tool Bags	10	\$350.00	\$3,500.00
Book and online course enrollment	10	\$500.00	\$5,000.00
Instructor Salary	180 hours	\$45.02	\$8,103.60
Instructor, Social Security (6.2%)	N/A	N/A	\$502.42
Instructor, Medicare (1.4%)	N/A	N/A	\$113.45
Instructor, NEBF (3%)	N/A	N/A	\$243.11



Clay ACE agrees to inventory all books and equipment and keep records on file for auditing purposes.

Clay ACE agrees to teach 10 registered pre-apprentices at the **Adult Community Education Center** beginning in April 2024 and completing October 2024.

Dan VanSickle

[Dan VanSickle \(Feb 28, 2024 13:29 EST\)](#)

**Daniel Van Sickle, Training Director
Electrical Training Alliance of Jacksonville**

Kristin Rousseau

[Kristin Rousseau \(Feb 29, 2024 10:40 EST\)](#)

**Representative, Clay County Adult & Community Education
Kristin Rousseau, Supervisor ACE**

4951 Richard St. • Jacksonville, FL 32207 • Office: 904.737.7533 • Fax: 904.737.7534 • www.etajax.org

Registered Apprenticeship Since 1945

DRAFT









240120 Elec Training Alliance MOU with ACE - Copy

Final Audit Report

2024-02-29

Created:	2024-02-28
By:	Elaine Barton-Weeks (elaine.bartonweeks@myoneclay.net)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1NaQg2aUc0vkJo9luYIWvuFEzHdRZgqN

"240120 Elec Training Alliance MOU with ACE - Copy" History

-  Document created by Elaine Barton-Weeks (elaine.bartonweeks@myoneclay.net)
2024-02-28 - 3:42:07 PM GMT- IP address: 96.5.241.169
-  Document emailed to Dan VanSicle (dvansickle@etajax.org) for signature
2024-02-28 - 3:42:14 PM GMT
-  Document emailed to Kristin Rousseau (kristin.rousseau@myoneclay.net) for signature
2024-02-28 - 3:42:14 PM GMT
-  Email viewed by Dan VanSicle (dvansickle@etajax.org)
2024-02-28 - 6:22:39 PM GMT- IP address: 96.75.28.42
-  Document e-signed by Dan VanSicle (dvansickle@etajax.org)
Signature Date: 2024-02-28 - 6:29:15 PM GMT - Time Source: server- IP address: 96.75.28.42
-  Email viewed by Kristin Rousseau (kristin.rousseau@myoneclay.net)
2024-02-29 - 3:04:07 PM GMT- IP address: 142.190.93.82
-  Document e-signed by Kristin Rousseau (kristin.rousseau@myoneclay.net)
Signature Date: 2024-02-29 - 3:40:54 PM GMT - Time Source: server- IP address: 142.190.93.82
-  Agreement completed.
2024-02-29 - 3:40:54 PM GMT

April 4, 2024 - Regular School Board Meeting

Title

C12 - Affiliation Agreement between Clay County District Schools and Jacksonville University (JU)

Description

This agreement is between Clay County District Schools and Jacksonville University for JU students to participate in field and clinical experiences under the direction of a qualified mentor educator in Clay County schools.

Gap Analysis

Without this agreement, interns from Jacksonville University cannot be placed in Clay County District Schools and would thereby prevent potential teacher candidates from choosing Clay to begin their career.

Previous Outcomes

Clay County District Schools currently has agreements with 30 Colleges/Universities, and does not have a current agreement with JU. This agreement would allow teacher candidates from JU to be placed in Clay.

Expected Outcomes

Placement of teacher candidates provides real-world experiences to better prepare them for the rigors of teaching in the Prek-12 educational setting. JU is currently requesting the placement of 1 student, and this agreement will allow for future interns to be placed over the duration of the contract period.

Strategic Plan Goal

Goal 2: Talent Recruitment, Development, and Retention

Strategy 1.1: Develop strategic partnerships with organizations and universities to source new talent for a diverse workforce that is effective and highly-qualified for non-instructional, instructional, and administrative positions throughout CCDS

Recommendation

That the Clay County School Board approve the agreement between Clay County District Schools and Jacksonville University.

Contact

Roger Dailey, Chief Academic Officer, 904.336.6904 roger.dailey@myoneclay.net

Financial Impact

\$0

Review Comments

Attachments

📎 [240118 Jacksonville University.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **240118**
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
3/7/2024
 WHEN BOARD APPROVAL IS REQUIRED DO
 NOT PLACE ITEM ON AGENDA UNTIL
 REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 01/24/2024

Name of Contract Initiator: Jennifer Shepard Telephone #: 9043366951

School/Dept Submitting Contract: Professional Learning Cost Center # 9009

Vendor Name: Jacksonville University

Contract Title: Jacksonville University Affiliation Agreement

Contract Type: New Renewal Amendment Extension Previous Year Contract #

Contract Term: 3 years with option to renew in successive 3 yr periods Renewal Option(s): 3 year renewal in writing

Contract Cost: \$0

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 Funding Source: Budget Line # _____
 Funding Source: Budget Line # _____

NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

Completed Contract Review Form

SBAO Template Contract or other Contract (NOT SIGNED by District / School)

_____ SIGNED Addendum A (if not an SBAO Template Contract) - When using the Addendum A, this Statement **MUST BE** included in the body of the Contract:
"The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."

Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:
 COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.
 General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.
 Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).
 Workers' Compensation = \$100,000 Minimum
 [If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].

_____ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

_____ Release and Hold Harmless (If Applicable)

RECEIVED
 By Elaine at 3:05 pm, Jan 25, 2024

**** AREA BELOW FOR DISTRICT PERSONNEL ONLY ****

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department Review Date REVIEWED By Bertha Staefe at 1:36 pm, Feb 05, 2024	No Cost - No Purchasing
School Board Attorney JPS Review Date 2/16/24	Defer to Attorney: the need for SBCC Addendum A & the rest of the T&C -BFS Indemnification is in the contract. Additional T&C should not be necessary
Other Dept. as Necessary Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	DATE: _____

Affiliation Agreement
Between The School Board of Clay County, Florida,
and
Jacksonville University

This affiliation agreement, is made and entered into effective January 22, 2024 by and between The School Board of Clay County, Florida, a body politic and corporate, with its office located at 900 Walnut Street, Green Cove Springs, FL 32043 (hereinafter referred to as the "School Board") and University, a private body corporate, with its office located at 2800 University Blvd. North, Jacksonville, Florida 32211 (hereinafter referred to as the "University"). This Agreement is for the following program(s):

Whereas, the School Board is the local education agency that provides public education services to compulsory aged students in Clay County, Florida; and

Whereas, the University has a teacher preparation program and other educator development programs (hereinafter referred to as the "Program(s)") that require a combination of coursework and field and clinical experiences; and

Whereas, both the School Board and the University desire to collaborate regarding the placement of University students enrolled in appropriate educational programs to complete their field and clinical experiences in schools governed by the School Board;

Now Therefore, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. INCORPORATION OF RECITALS

The above stated recitals are true and correct, and by this reference, are incorporated herein and made a part thereof.

2. DEFINITIONS/TERMS

For the purposes of this Agreement, the term "Intern" shall be defined as a student who is enrolled in the University's state-approved teacher preparation or other educational program that has been approved by rules of the State Board of Education and who is assigned by the University to a school governed by the School Board to perform a clinical field experience under the direction of a certified educator in the school.

3. Obligations of the University

a. The University shall be responsible for the organization, administration, staffing, operating and financing of its Programs, and the maintenance of accepted standards for its educational programs.

- b. The University shall maintain all records and report on Intern experiences in accordance with University policy and regulatory requirements.
 - c. The University shall designate a faculty member as liaison to the School Board.
 - d. The University's liaison shall plan with the School Board's designee regarding all Intern placements. No intern shall be placed in any School without the prior written consent of the School Board's designee. Such consent shall be on forms approved by the parties. The parties shall use a placement procedure that is agreed upon by the district superintendent or his/her designee.
 - e. The University shall assure that students selected as Interns have completed all required academic prerequisites prior to recommendation for placement with the School Board.
 - f. The University shall assume responsibility for the overall educational experience and grades of its Interns, with consideration given to the assessment and evaluation provided by the directing teacher.
 - g. The University, at its own expense, shall obtain a Level II background screening for each Intern placed with the School Board. The Level II background screening shall be a condition precedent to the Intern being placed. The University acknowledges that Interns with disqualifying offenses will not be considered for placement with the School Board.
 - h. **RESPONSIBILITY TO INFORM STUDENTS.** The University shall inform its students selected as Interns in the Program(s) that as participants in the Program(s) they are required to:
 - (1) Comply with the policies and procedures of the School Board, to the extent permitted by law including the School Board's policies on confidentiality and disclosure of information.
 - (2) Comply with state and federal laws and regulations.
 - (3) Provide and wear the necessary and appropriate attire while performing or receiving services under this Agreement.
 - (4) Obtain prior written approval of both parties to this Agreement before publishing any material related to the learning experience provided under the terms of this Agreement.
 - (5) Comply with the Family Educational Rights and Privacy Act ("FERPA") regarding the confidentiality of student records.
 - (6) Acknowledge and agree that neither the University nor the School Board guarantees to place or maintain placement of any Program student under this Agreement.
4. **Obligations of the School Board:** The School Board shall,
- a. Provide the facilities, applicable personnel, services and other items necessary for the educational clinical experience, as specified herein.

- b. Determine the work location and assignment of interns in collaboration with the University. The School Board will accept from the University the number of qualified students as Interns that staff, time and space permit as determined solely by the School Board.
- c. Encourage an atmosphere conducive to learning.
- d. Cooperate with the University in enforcing University policies and procedures related to the Interns' respective student performance and student conduct.
- e. Permit the authority responsible for accreditation of University's curriculum to inspect the facilities, services and other items provided by the School Board for purposes of the education experience upon reasonable notice.
- f. Notify the University, in writing, of any Intern whose work or conduct with students, parents or personnel is not, in the opinion of the School Board, in accordance with acceptable procedures or standards of performance or otherwise could disrupt the School Board's operation. The School Board may immediately remove from the premises any Intern who poses an immediate threat or danger to personnel or to the quality of educational services, or for unprofessional behavior. In such event, said Intern's participation in the Program(s) at the facility shall immediately cease, subject to being resumed only with the mutual written agreement of the School Board and University.

5. PROGRAM COORDINATION.

- a. University and the School Board agree to work together to establish and maintain a quality Program. The School Board agrees to take an active role in suggesting education policy, curriculum, and course content.
- b. The parties acknowledge that many student educational records are protected by the Family Educational Rights and Privacy Act ("FERPA"), and that student permission must be obtained before releasing specific student data to anyone other than University. University agrees to provide guidance to the School Board with respect to complying with FERPA.
- c. Neither party shall have the power to obligate School Board or University resources, or commit either, to any particular action.
- d. Both parties and their employees shall conduct themselves in compliance with all applicable federal, state, and local laws, and rules, as well as their own respective institutional rules and regulations.
- e. The parties hereto acknowledge and agree that the School Board is a political subdivision of the State of Florida. As such the School performance under this Agreement and any amendments hereto or attachments herewith, shall at all times be subject to any and all Florida laws, Florida regulations and the Clay County School Board's policies which are applicable to the School Board's operations, commitments and/or activities, as the case may be, in furtherance of any terms specified herein.

- f. The parties acknowledge and agree that as political subdivisions of the State of Florida, the Clay County School Board is subject to the provisions of Chapter 119, Florida Statutes regarding public access to records.
- g. The parties agree to keep a current written record of the specific schools where Interns are actually participating in the Program.

6. INSURANCE

- a. The University will, without limiting its liability under this Agreement, procure and maintain at its sole expense during the life of this Agreement, insurance in the types and amounts provided in Exhibit A, attached hereto and incorporated by reference.
- b. The University acknowledges that the School Board is self-insured for tort liability with limits of \$100,000 per claimant/\$200,000 per occurrence, as authorized pursuant to Florida Statute 768.28, with said protection being applicable to officers, servants, and agents while acting within the scope of their employment by the School Board. The School Board agrees to maintain its self-insurance fund for the duration of this Agreement.
- c. Furthermore, nothing contained herein shall be construed or interpreted as: (i) denying to either party any remedy or defense available to such party under the laws of the State of Florida; (ii) the consent of the School Board to be sued; or (iii) a waiver of sovereign immunity of the School Board beyond the waiver provided in Section 768.28, Florida Statutes.

7. INDEMNIFICATION

The University, including its employees, and agents, shall indemnify and defend the School Board and its governing board, officers, agents, and employees harmless against any and all claims, demands, damages, liabilities and costs of whatsoever kind or nature arising out of claims for damage for death, sickness, or injury to any person(s) or damage to any property, including, without limitation, all consequential damages and expenses (including attorney fees), from any cause whatsoever arising from or connected to the University, its employees or agents, performance or lack of performance under this agreement. It is understood and agreed that such indemnity shall survive the termination of this Agreement.

8. INDEPENDENT CONTRACTOR

The relationship of the parties hereunder shall be an independent contractor relationship, and not an agency, employment, joint venture or partnership relationship. Neither party shall have the power to bind the other party or contract in the name of the other party. All persons employed by a party in connection with this Agreement shall be considered employees of that party and shall in no way, either directly or indirectly, be considered employees or agents of the other party. Interns shall participate in the Program(s) hereunder for the sole consideration of obtaining an educational experience. No Intern or

participant shall be considered an employee or volunteer of School Board by virtue of that Program participation.

9. MISCELLANEOUS

- a. NON ASSIGNMENT. This Agreement may not be assigned to a third party without the prior written consent of the non-assigning party, which consent may be withheld in such party's sole discretion.
- b. NO THIRD PARTY BENEFICIARIES. This Agreement is made solely for the benefit of School Board and University, and is not intended to create rights or any cause of action in any third parties.
- c. PERFORMANCE. A delay in or failure of performance of either party that is caused by occurrences beyond the control of either party shall not constitute a default hereunder, or give rise to any claim for damages.
- d. TERM/TERMINATION. The term of this Agreement shall be for a period of three (3) years commencing on the Effective Date and may be renewed for successive three (3) year periods if agreed upon in writing by the parties hereto. If either party to this Agreement wishes to terminate the Agreement early, it is understood that at least ninety (90) days prior written notice shall be given prior to the proposed termination date of the Agreement. And, if such notice is given, this Agreement shall terminate at the end of the ninety (90) days' notice; EXCEPT THAT the Program(s) shall continue as necessary for the purpose of permitting Interns actually participating in the Program(s) at the time of termination to finish the Program(s) at the School Board.
- e. APPLICABLE LAW. The validity, interpretation and enforcement of this Agreement shall be governed by the laws of the State of Florida. Venue for any action arising out of this Agreement shall lie exclusively in a court of competent jurisdiction located in Duval County, Florida.
- f. NONDISCRIMINATION. During this Agreement, neither party shall discriminate against any person on the basis of race, color, religion, gender, national or ethnic origin, disability or veteran or marital status.
- g. ENTIRE AGREEMENT. This Agreement contains the entire Agreement between the parties and supersedes all prior agreements and understandings, oral or written, with respect to the subject matter contained herein. Except as may otherwise be expressly set forth in this Agreement, neither University nor School Board make any representations, warranties, covenants or undertakings of any kind, express or implied.
- h. AMENDMENTS AND MODIFICATIONS. All amendments and modifications to this Agreement shall be made by written mutual consent of both parties, which shall include the date and signatures of parties agreeing to the amendment(s) and/or modification(s).

- i. COPIES OF AGREEMENT. Copies of this Agreement shall be placed on file and be available at the University and at the School Board.
- j. NOTICES. All notices under this Agreement shall be in writing and delivered by personal delivery or United States, certified, return receipt requested, mail. Such notices shall be delivered to the following:

Notwithstanding the foregoing, the parties agree that all communications relating to the day-to-day activities shall be exchanged between the respective representatives of each party, which representatives shall be designated by the parties, in writing, promptly upon commencement of this Agreement.

DRAFT

(Remainder of the Page Left Blank Intentionally. Signature Page Follows Immediately).

IN WITNESS WHEREOF, the undersigned authorized representatives of the parties have executed this Agreement as of the day and date first written above, and each agrees to be bound by the provisions hereof.

THE SCHOOL BOARD OF CLAY COUNTY

By: _____
Superintendent of Schools

Date: _____

Approved As to Form:

By: _____

Date: _____

UNIVERSITY

By: _____
Dean

Date: _____

By: _____
CFO

Date: _____

DRAFT



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
01/23/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services, Inc of Florida 4010 W. Boy Scout Boulevard Suite 200 Tampa FL 33607 USA	CONTACT NAME: PHONE (A/C, No. Ext): (866) 283-7122 FAX (A/C, No.): 800-363-0105 E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
INSURED Jacksonville University 2800 University Blvd., N Jacksonville FL 32211-3394 USA	INSURER A: Arch Insurance Company A+	11150
	INSURER B: FICURMA, Inc. Self-Insured Fund N/R	0259AL
	INSURER C:	
	INSURER D:	
	INSURER E:	

Holder Identifier :

COVERAGES CERTIFICATE NUMBER: 570103679611 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. Limits shown are as requested

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			RE62446232023 (Self-Insured Fund)	12/01/2023	12/01/2024	EACH OCCURRENCE \$3,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$3,000,000 MED EXP (Any one person) PERSONAL & ADV INJURY \$3,000,000 GENERAL AGGREGATE \$6,000,000 PRODUCTS - COMP/OP AGG \$6,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			RE62446232023 (Self-Insured Fund)	12/01/2023	12/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$3,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION						EACH OCCURRENCE AGGREGATE
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WC62446232023 (Self-Insured Fund)	12/01/2023	12/01/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000
A	Excess Workers Compensation			WCX005629910	12/01/2023	12/01/2024	EL EACH ACCIDENT \$2,000,000 EL DISEASE-EA EMP. \$2,000,000

570103679611

Certificate No :

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Need to be listed as additionally insured

CERTIFICATE HOLDER

CANCELLATION

Clay County District Schools 900 Walnut Street Green Cove Springs FL 32043 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Inc. of Florida</i>

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April 4, 2024 - Regular School Board Meeting

Title

C13 - Affiliation Agreement between Clay County District Schools and Arizona State University (ASU)

Description

This agreement is between Clay County District Schools and Arizona State University for ASU students to participate in field and clinical experiences under the direction of a qualified mentor educator in Clay County schools.

Gap Analysis

Without this agreement, interns from Arizona State University cannot be placed in Clay County District Schools and would thereby prevent potential teacher candidates from choosing Clay to begin their career.

Previous Outcomes

Clay County District Schools currently has agreements with 30 Colleges/Universities, and does not have a current agreement with ASU. This agreement would allow teacher candidates from ASU to be placed in Clay.

Expected Outcomes

Placement of teacher candidates provides real-world experiences to better prepare them for the rigors of teaching in the Prek-12 educational setting. ASU is currently requesting the placement of 1 student, and this agreement will allow for future interns to be placed over the duration of the contract period.

Strategic Plan Goal

Goal 2: Talent Recruitment, Development, and Retention

Strategy 1.1: Develop strategic partnerships with organizations and universities to source new talent for a diverse workforce that is effective and highly-qualified for non-instructional, instructional, and administrative positions throughout CCDS

Recommendation

That the Clay County School Board approve the agreement between Clay County District Schools and Arizona State University.

Contact

Roger Dailey, Chief Academic Officer, 904.336.6904 roger.dailey@myoneclay.net

Financial Impact

\$0

Review Comments

Attachments

📎 [240130 Arizona State Univ.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **240130**
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:
3/7/2024
 WHEN BOARD APPROVAL IS REQUIRED DO
 NOT PLACE ITEM ON AGENDA UNTIL
 REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 02/13/2024

Name of Contract Initiator: Jennifer Shepard Telephone #: 9043366951

School/Dept Submitting Contract: Professional Learning Cost Center # 9009

Vendor Name: Arizona State University (ASU)

Contract Title: Arizona State University Student Placement Agreement

Contract Type: New Renewal Amendment Extension Previous Year Contract #

Contract Term: 02/01/2024-07/15/2028 Renewal Option(s):

Contract Cost: \$0

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 Funding Source: Budget Line # _____
 Funding Source: Budget Line # _____

NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):

Completed Contract Review Form

SBAO Template Contract or other Contract (NOT SIGNED by District / School)

_____ SIGNED Addendum A (if not an SBAO Template Contract) - When using the Addendum A, this Statement **MUST BE** included in the body of the Contract:
"The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."

Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:
 COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.
 General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.
 Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).
 Workers' Compensation = \$100,000 Minimum
 [If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].

_____ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)

_____ Release and Hold Harmless (If Applicable)

RECEIVED
 By Elaine at 11:13 am, Feb 15, 2024

**** AREA BELOW FOR DISTRICT PERSONNEL ONLY ****

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department	No Cost
Review Date REVIEWED By Bertha Staefe at 8:54 am, Feb 16, 2024	See comments about date & District contact person
School Board Attorney JPS	Defer all other T & C to Attorney to include liability of Intern student
Review Date 3/4	Terms and conditions are acceptable in this agreement. However, it appears that there are missing page(s) to the agreement details. 4 of 4 pages
Other Dept. as Necessary	
Review Date	
PENDING STATUS: <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR
FINAL STATUS	DATE: _____

Agreement Details

Enter the contact information for the primary point-of-contact person for this agreement. In most cases, it is generally NOT the authorized signature, but rather the person who can provide details on the internship itself.

SPONSOR DETAILS				ASU DETAILS	
Sponsor Name:	School Board of Clay County			College/School or ASU:	Mary Lou Fulton Teachers College
Type of Agreement: (check all that apply)	<input checked="" type="checkbox"/> SPA	<input type="checkbox"/> Paid SPA	<input type="checkbox"/> Sponsor's Agrmt.	<input type="checkbox"/> Addendum	Program Name: Office of Professional Experiences
Agreement Term: (maximum 5-year period)	Start Date: MM/DD/YYYY	2/1/2024	End Date: MM/DD/YYYY	07/15/2028	Contact Name: Rhae Lynne Clawson
Street Address 1:	900 Walnut Street			Title:	Assistant Director Professional Experiences
Street Address 2:				TEL:	(602) 543-6311
City/ST/ZIP:	Green Cove Springs	FL	32043	URL:	https://education.asu.edu/student-life/office-professional-experiences
	City	State	ZIP		
Contact Name:	Ashley Gilhousen	Jennifer Shepard			
Title:	Board Chair	Supv / PD			
E-mail:	Ashley.Gilhousen@myoneclay.net				
TEL:	(904)336-6500	jennifer.shepard@myoneclay.net			
URL:	oneclay.net				

Provide a brief description of the educational opportunity (i.e. what the student will be doing). This description should provide readers with a solid understanding of the academic experience students will receive.

Educational Opportunity:	<p>Interns: Interns participate in a classroom under the direction of a mentor teacher who possesses a minimum of three years of teaching experience. Interns co-plan and co-teach lessons to individual students, small groups of students, and or the whole class under the direction of the intern mentor teacher.</p> <p>Teacher Candidates/Student Teachers: Teacher Candidates student teach under the direction of a certified, mentor teacher who possesses a minimum of three years of experience in the classroom. Teacher Candidates co-plan and co-teach lessons to individual student, small groups of students and the whole class under the direction of the mentor teacher.</p> <p>Principal Interns: Principal Interns participate in schools under the direction of the Mentor Principal who has a minimum of three years of full-time experience as a practicing certified principal. During the internships and under the direction of the Mentor Principal, the Principal Intern observes, participates in and leads activities, and completes assignments which allow for the Principal Intern's growth in mastering the administrative standards.</p> <p>BLE 580 Practicum: Students will complete a minimum of 45 (non-negotiable) hours across 6 weeks in a practicum setting. At least 30 hours must be in direct contact with English Language Learners (ELLs) engaging in activities directly related to learning English that are normally performed by an instructor. No more than 15 hours may be allotted for planning. Tasks should involve designing and implementing lessons and activities, researching literature related to the program, interviewing individuals (e.g., administrators, teachers, parents, students, community stakeholders, etc.) about the program, and developing materials and/or resources to meet the academic needs of the students and school.</p> <p>Educational Studies Student-Interns : Students complete internships (approximately 85 hours each semester) during which they support learners and the learning environment. Students will study the Human-Centered Design Thinking process in class and need to apply these lessons during internships that link programmatic learning with personal educational interests. Mutually beneficial experiences in culturally and socially diverse educational settings will help students gain an understanding of the internship site's work, mission and audience, and expand the student's vision for a future career by observing, actively participating, evaluating, and reflecting on their internship experience.</p> <p>Early Childhood Educational Studies - The Early Childhood Education/Studies program provides students with experience in collaborative and reflective practice, develops leadership and critical thinking, and hones communication skills needed for working with children up to age five. Students of this Early Childhood Education online program must be working or volunteering in an early-childhood setting to successfully complete the program. This does not lead to teacher certification, by earning a bachelor's degree, students will advance their skills and gain the</p>
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STUDENT PLACEMENT AGREEMENT

This Student Placement Agreement (“Agreement”) is entered into between the **ARIZONA BOARD OF REGENTS** for and on behalf of **ARIZONA STATE UNIVERSITY** (the “University”) and the “Facility” as of the “Start Date.”

Start Date: 2/1/2024

End Date: 7/15/2028

FACILITY: School Board of Clay County
900 Walnut Street
Green Cove Springs FL 32043

UNIVERSITY: Arizona State University
1050 S Forest Mall
Tempe AZ 85287

Signed: _____
Printed: Ashley Gilhousen
Title: SBCC Board Chair

Signed: _____
Printed: _____
Title: _____

Signed: _____
Printed: _____
Title: _____

Signed: _____
Printed: _____
Title: _____

Signed: _____
Printed: _____
Title: _____

Signed: _____
Printed: _____
Title: _____

1. DURATION

The duration, or term, of this Agreement shall be for the designated number of years and months as agreed upon below, not to exceed five (5) years, commencing on the Start Date. This Agreement may be renewed by written agreement of the parties. The parties may revise or modify this Agreement only by a written amendment signed by both parties.

Start Date: 2/1/2024

End Date: 7/15/2028

Notwithstanding the above, either party may terminate this Agreement by providing at least thirty (30) days prior written notice to the other party, except that to the extent a student is currently participating in an educational experience contemplated by this Agreement at the time of receipt of the termination notice, the parties shall comply with such applicable provisions in the Agreement to allow such student to complete the educational experience provided such completion does not extend beyond one hundred twenty (120) days from the date of receipt of such notice. The parties may revise or modify this Agreement only by a written amendment signed by both parties

2. GENERAL TERMS

- 2.1. The purpose of this Agreement is to establish a relationship between the University and the Facility to enable an educational experience for students at Facility's site that may qualify for University academic credit as determined by University.
- 2.2. The University and the Facility will agree on a schedule for student participation at the Facility.
- 2.3. The student's participation should complement the service and educational activities of the Facility. The student will be under the supervision of a Facility employee.
- 2.4. Each student is expected to perform with high standards at all times and comply with all written policies and regulations of the appropriate department of the Facility.
- 2.5. Either the Facility or the University may require withdrawal or dismissal from participation at the Facility of any student whose performance record or conduct does not justify continuance.
- 2.6. Neither the University nor the Facility is obligated to provide for the student's transportation to and from the Facility or for health insurance for the student.
- 2.7. A meeting or telephone conference between representatives of the University and the Facility will occur at least once each semester to evaluate the educational program and review this Agreement.
- 2.8. Statements of performance objectives for this educational experience will be the joint responsibility of University and Facility personnel.
- 2.9. Each student must adhere to the Facility's established dress and performance standards.

3. FACILITY'S OBLIGATIONS

- 3.1. Facility agrees to appoint an Educational Coordinator who is responsible for the educational activities and supervision of University students participating under this Agreement.
- 3.2. The Facility agrees to submit to the University an evaluation of each student's progress. The format for the evaluation is established by the University in consultation with the Facility.
- 3.3. The Facility is responsible for the acts and omissions of its employees and agents and must maintain adequate insurance (which may include a bona fide self-insurance program) to cover any liability arising from the acts and omissions of the Facility's employees and agents. The Facility is not responsible for maintaining insurance to cover liability arising from the acts and omissions of the employees and agents of the University. University students are not deemed to be employees of Facility by virtue of this Agreement. Upon written request, Facility will furnish University with proper certificates of insurance evidencing compliance with this section.
- 3.4. Nothing in this Agreement is intended to modify, impair, destroy, or otherwise affect any common law, or statutory right to indemnity, or contribution that the University may have against the Facility by reason of any act or omission of the Facility or the Facility's employees and agents.

4. UNIVERSITY'S OBLIGATIONS

4.1. The University will provide an administrative framework, including designating a University faculty or other representatives to coordinate scheduling, provide course information and objectives, and assist in advising students.

4.2. The University will be responsible for developing and carrying out procedures for student selection and admission.

4.3. The University is responsible for the negligent acts and omissions of its employees and agents and maintains insurance coverage through the State of Arizona's Risk Management Division self-insurance program to cover liabilities arising from the acts and omissions of the University's employees, students, and agents participating under this Agreement, except as provided for in Arizona law, including Arizona Revised Statutes (ARS) [ARS §12-820.05](#) and [41-621\(L\)](#). The University is not responsible for maintaining insurance coverage for liability arising from the acts and omissions of the Facility's employees and agents. Upon written request, University will furnish Facility with reasonable documentation evidencing compliance with this section.

5. UNIVERSITY AND STATE REQUIRED PROVISIONS

5.1. **Nondiscrimination.** The parties will comply with all applicable laws, rules, regulations, and executive orders governing equal employment opportunity, immigration, and nondiscrimination, including the Americans with Disabilities Act. If applicable, the parties will abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

5.2. **Conflict of Interest.** If within 3 years after the execution of this Agreement, Facility hires as an employee or agent any ASU representative who was significantly involved in negotiating, securing, drafting, or creating this Agreement, then ASU may cancel this Agreement as provided in Arizona Revised Statutes (ARS) § 38-511.

5.3. **Arbitration in Superior Court.** The parties agree to arbitrate disputes filed in Arizona Superior Court that are subject to mandatory arbitration pursuant to ARS § 12-133. ARS § 12-1518 requires this provision in all ASU contracts.

5.4. **Records.** To the extent required by ARS § 35-214, the non-ASU parties to this Agreement (jointly and severally, Facility) will retain all records relating to this Agreement. Facility will make those records available at all reasonable times for inspection and audit by ASU or the Auditor General of the State of Arizona during the term of this Agreement and for 5 years after the completion of this Agreement. The records will be provided at ASU in Tempe, Arizona, or another location designated by ASU on reasonable notice to Facility.

5.5. **Failure of Legislature to appropriate.** In accordance with ARS § 35-154, if ASU's performance under this Agreement depends on the appropriation of funds by the Arizona Legislature, and if the Legislature fails to appropriate the funds necessary for performance, then ASU may provide written notice of this to Facility and cancel this Agreement without further obligation of ASU. Appropriation is a legislative act and is beyond the control of ASU.

5. UNIVERSITY AND STATE REQUIRED PROVISIONS

5.6. Privacy; Educational Records. Student educational records are protected by the U.S. Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g ([FERPA](#)). Facility will not require any ASU students or employees to waive any privacy rights (including under FERPA or the European Union's General Data Protection Regulation ([GDPR](#))) as a condition for receipt of any educational services, and any attempt to do so will be void. Facility will comply with FERPA and will not access or make any disclosures of student educational records to third parties without prior notice to and consent from ASU or as otherwise provided by law. If this Agreement contains a scope of work or other provision that requires or permits Facility to access or release any student records, then, for purposes of this Agreement only, ASU designates Facility as a "school official" for ASU under FERPA, as that term is used in FERPA and its implementing regulations. In addition, any access or disclosures of student educational records made by Facility or any Facility Parties must comply with ASU's definition of legitimate educational purpose in [SSM 107-01: Release of Student Information](#). If Facility violates the terms of this section, Facility will immediately provide notice of the violation to ASU.

5.7. Advertising, Publicity, Names and Marks. Facility will not do any of the following, without, in each case, ASU's prior written consent: (i) use any names, service marks, trademarks, trade names, logos, or other identifying names, domain names, or identifying marks of ASU ([ASU Marks](#)) for any reason, including online, advertising, or promotional purposes; (ii) issue a press release or public statement regarding this Agreement; or (iii) represent or imply any ASU endorsement or support of any product or service in any public or private communication. Any permitted use of ASU Marks must comply with ASU's requirements, including using the ® indication of a registered mark.

5.8. Title IX. Title IX protects individuals from discrimination based on sex, including sexual harassment. ASU fosters a learning and working environment built on respect and free of sexual harassment. [ASU's Title IX Guidance](#) is available online. Facility will: (i) comply with ASU's Title IX Guidance; (ii) provide ASU's Title IX Guidance to any Facility Parties reasonably expected to interact with ASU students or employees, in person or online; and (iii) ensure that all Facility Parties comply with ASU's Title IX Guidance.

6. MISCELLANEOUS

6.1. Neither party shall have the right to assign this Agreement without the prior written consent of the other party.

6.2. This Agreement constitutes the entire agreement and understanding of the parties with respect to its subject matter. No prior or contemporaneous agreement or understanding will be effective. This Agreement shall be governed by the laws of Arizona, the courts of which state shall have jurisdiction over its subject matter.

6.3. The individual signing on behalf of Facility hereby represents and warrants that s/he is duly authorized to execute and deliver this Agreement on behalf of Facility and that this Agreement is binding upon Facility in accordance with its terms.

6.4. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

Certificate of Insurance

**This is to certify that the State of Arizona and
Arizona State University**

**1130 E. University Drive
Tempe, Arizona 85281**

are covered parties for the following coverages:

This certifies that the State of Arizona maintains for all its departments, agencies, boards, commissions and employees, insurance and self-insurance of the types and amounts specified below in accordance with Arizona Revised Statutes §41-621 and §41-622.

This certificate is issued as a matter of information only and confers no rights upon the certificate holder. It neither affirmatively nor negatively amends, extends, nor alters the coverage afforded by Arizona Revised Statutes.

This certificate is issued by: Arizona Department of Administration, Risk Management Department, 100 North 15th Avenue, Phoenix, Arizona 85007 (602) 542-2182.

Coverage	Effective Date	Expiration Date	Limits of Coverage
Commercial General Liability Including: 1 Premises/Operations Liability 2 Products and Completed Operations 3 Blanket Contractual 4 Personal Injury 5 Broad Form Property Damage	1/24/2023	1/24/2025	Bodily Injury and Property Damage Combined Single Limit \$1,000,000/\$2,000,000 aggregate
Commercial Auto Liability Including: 1 Owned Vehicles 2 Non-owned Vehicles 3 Hired Vehicles	1/24/2023	1/24/2025	Bodily Injury and Property Damage Combined Single Limit \$1,000,000 CSL
Workers' Compensation	1/24/2023	1/24/2025	Statutory
Professional Liability	1/24/2023	1/24/2025	\$1,000,000
All Risk Real Property: Replacement Cost			
All Risk Personal Property: Actual Cash Value			
Other:			

Description of Event/Property/Contract:

Master certificate of Insurance

Location:

N/A

Special Provisions:

Insurance requirements were communicated to ASU. This is what they are able to provide.

Certificate Holder:

Attn: Insurance Representative
 Master Certificate
 N/A
 N/A, Arizona N/A

This certificate supersedes any previously issued certificates.

Date:

1/24/2023



RM Claims Manager

COI #14382
 RM-VIP1 (Rev 8/98)

IPS 3687

April 4, 2024 - Regular School Board Meeting

Title

C14 - Proclamation #24-16 to Establish April, 2024 as School Library Month in Clay County

Description

Each year, citizens of Clay County take time to recognize the programs, services, and resources provided by school libraries. This celebratory month provides opportunities across the county to highlight school library contributions to education. School library programs prepare students for lifelong learning, make a measurable difference in student academic achievement, and enhance their reading enjoyment. Additionally, School Library Month coincides with National Library Week, which highlights the resources and contributions of all types of libraries.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

N/A

Recommendation

That the Clay County School Board establish the month of April, 2024 as School Library Media Month in Clay County.

Contact

Roger Dailey, Chief Academic Officer, 904.336.6904 roger.dailey@myoneclay.net

Financial Impact

\$0

Review Comments

Attachments

[Proclamation-April-2024-School-Library-Media-Month.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION #24-16



WHEREAS, school library programs promote literacy and the enjoyment of reading, and are an important asset in the education of Florida's youth; and

WHEREAS, school library programs significantly contribute to student achievement by providing instructional support resources and services; and

WHEREAS, school libraries provide access to information in a variety of formats within the school, as well as digital resources outside of the school; and

WHEREAS, learning to become effective users of information and ideas is essential as Florida's youth prepare for their futures; and

WHEREAS, promoting competencies in using new and emerging technologies is an integral part of school library programs; and

WHEREAS, school librarians are instructional partners and consultants in the teaching and learning process.

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, does hereby extend greetings and best wishes to all observing April 2024 as School Library Month in Clay County.

Duly adopted and approved by the School Board of Clay County, Florida, this 4th day of April, 2024.

ATTEST:

David S. Broskie
Superintendent of Schools
Clay County, Florida

Ashley Gilhousen, School Board Chair

April 4, 2024 - Regular School Board Meeting

Title

C15 - Proclamation #24-17, National School Nurse Week

Description

National School Nurse Week has been established to foster a better understanding of the role of school nurses in the educational setting. This year's National School Nurse Week, May 6-12, 2024, will recognize the vital role that school nurses have played in improving the health and well-being of our county's children through this Resolution. This year per the National Association of School Nurses we are recognizing school nurses by the students we serve students are the future and by investing in them today we are ensuring our world for tomorrow.

Gap Analysis

This Resolution will promote the School Board of Clay County's goal of providing a safe and healthy environment for students.

Previous Outcomes

Proclamation #23-14; National School Nurse Day, May 6-12, 2023 approved.

Expected Outcomes

The citizens of Clay County will recognize National School Nurses Week as a time to identify and honor the dedicated employees of Student Health Services.

Strategic Plan Goal

N/A

Recommendation

Approve Resolution #24-17 endorsing National School Nurse Week.

Contact

Laura Fogarty, Director of Climate and Culture, laura.fogarty@myoneclay.net, 904-336-9641

Kristin Riebe, Coordinator of Nursing Services, Kristin.riebe@myoneclay.net, 904-336-6884

Financial Impact

N/A

Review Comments

Attachments

[Nurses Week Proclamation24 \(1\).pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION # 24-17



NATIONAL SCHOOL NURSE WEEK

May 6-12, 2024

WHEREAS, providing a safe environment for students is the primary goal of Clay County District Schools; and

WHEREAS, the Clay County District Schools recognize that healthcare professionals strengthen and facilitate the educational process by improving and protecting the health status of our students; and

WHEREAS, the Clay County District Schools recognize that our nation's children face an increasing number of chronic and severe health problems from diabetes to asthma, seizures, obesity, and depression, as well as other mental and physical health problems. Frequently, the only attention a child receives is through the school clinic; and

WHEREAS, the Clay County District Schools recognize that health care professional support a large number of students by intervening with actual and potential health problems; collaborating with others to build student and family capacity for adaptation, self-management, self-advocacy, and learning; and

WHEREAS, these activities promoting the health and safety of students are important to the citizens of Clay County and others throughout the nation.

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, does hereby proclaim May 8, 2024 as National School Nurse Day.

Duly adopted and approved by the School Board of Clay County, Florida, this _____ day of _____, 2024.

ATTEST:

David S. Broskie
Superintendent of Schools
Clay County, Florida

Ashley Gilhousen , School Board Chair

April 4, 2024 - Regular School Board Meeting

Title

C16 - Proclamation # 24-18: Month of the Military Child, Purple Up Day April 17, 2024

Description

Proclamation of Month of the Military Child, Purple Up Day: April 17, 2024.

Month of the Military Child is sponsored by the Department of Defense Military Community and Family Policy and supported by many other organizations such as the Department of Defense Education Activity (DoDEA). Purple UP! for Military Kids is a day for DoDEA communities to wear purple and show support to thank military children for their strength and sacrifices. Purple indicates that all branches of the military are support. Air Force blue, Army green, Navy blue, Marine red, and Coast Guard blue are all thought to combine together as a single color: purple. Purple UP! day is recognized world wide across military installations on April 15th and locally on April 17th.

Gap Analysis

Military connected students represent 12% of our overall student population, and this event gives us the opportunity to recognize their service to the country.

Previous Outcomes

N/A

Expected Outcomes

The citizens of Clay County will show appreciation and further support students and families who serve or who have served in all branches of the military.

Strategic Plan Goal

Goal 3: Family and Community Engagement

Strategy 2: Collaborate with parents and community partners to increase stakeholder participation within our district.

Recommendation

That the Clay County School Board approve the proclamation.

Contact

Laura Fogarty, laura.fogarty@myoneclay.net,

Financial Impact

None

Review Comments

Attachments

[☉ Month of Military Child Proclamation 2024.docx.pdf](#)

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION #24-18



WHEREAS, April is designated as the Month of the Military Child by the Department of Defense and the military community as a special time to recognize and pay tribute to military families and their dependent children for their commitment, courage, and support of our Armed Forces; and

WHEREAS, twelve percent of the student population in Clay County District Schools is military-connected and because these students are a source of great pride to our district, it is rightful to take time to recognize their contributions to school, community and country; and

WHEREAS, we would like to let our men and women in uniform know that while they are taking care of us, we are taking care of their children; and

WHEREAS, Air Force blue, Army green, Marine red, Navy blue, and Coast Guard blue are all thought to combine as a single color, purple;

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, does hereby honor the sacrifices made by military families in Clay County, especially the dependent children of military members in service to their country, and extend our gratitude and well wishes for all by declaring April as Month of the Military Child and celebrating Wednesday, April 17, 2024, as Purple Up! For Military Kids Day.

Duly adopted and approved by the School Board of Clay County, Florida, this 4th day of April, 2024.

ATTEST:

David S. Broskie
Superintendent of Schools

Ashley Gilhousen
School Board Chair

April 4, 2024 - Regular School Board Meeting

Title

C17 - Proposed Allocation Changes for 2023-2024

Description

Staff allocation documents clarify how each school, district department and division is staffed for the 2023-2024 school year. The School Board is required to take action on all staff allocation changes.

Gap Analysis

These allocation changes are required to ensure the adequate staffing of the district and schools.

Previous Outcomes

The district and schools are adequately staffed.

Expected Outcomes

Staffing will be sufficient to meet the needs of the various schools and district departments.

Strategic Plan Goal

Goal 5: Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve staff allocation plan as submitted.

Contact

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, (904)336-6722, susan.legutko@myoneclay.net

Financial Impact

Reflected in attachment.

Review Comments

Attachments

April 4, 2024 - Regular School Board Meeting

Title

C18 - Proposed Allocation Changes for 2024-2025

Description

Staff allocation documents clarify how each school, district department and division is staffed for the 2024-2025 school year. The School Board is required to take action on all staff allocation changes.

Gap Analysis

These allocation changes are required to ensure the adequate staffing of the district and schools.

Previous Outcomes

The district and schools are adequately staffed.

Expected Outcomes

Staffing will be sufficient to meet the needs of the various schools and district departments.

Strategic Plan Goal

Goal 5: Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve staff allocation plan as submitted.

Contact

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, (904)336-6722, susan.legutko@myoneclay.net

Financial Impact

Reflected in attachment.

Review Comments

Attachments

April 4, 2024 - Regular School Board Meeting

Title

C19 - Request for the Adoption of Resolution #24-19, Authorizing the Issuance of the Certificates of Participation, Series 2024A

Description

The attached Resolution and related financing documents are necessary in order to authorize the Chair and Superintendent to proceed with causing the issuance of the Certificates of Participation, Series 2024A, in an amount not to exceed \$36 million in aggregate principal, in order to finance through a lease-purchase arrangement the construction of two new classroom wings at Lake Asbury Junior High and Oakleaf Junior High. The new wings are estimated to cost approximately \$36 million and any remaining balance will be funded from a combination of other capital outlay revenue sources including, but not limited to: impact fees and local capital improvement (LCIF) revenues. The attached Resolution and related documents will authorize the Chair and Superintendent to take the appropriate steps to cause the issuance of the Certificates of Participation, Series 2024A in order to properly fund the project account and the related costs of issuance account.

Gap Analysis

The sale of the Certificates of Participation, Series 2024A, will allow for the construction of two new [classroom wings at Lake Asbury Junior High and Oakleaf Junior High.

Previous Outcomes

NA

Expected Outcomes

Approval of Resolution #24-19 Authorizing the Issuance of the Certificates of Participation, Series 2024A.

Strategic Plan Goal

Goal 5: Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approval of the Superintendent's recommendation to approve Resolution No. 24-19 which authorizes the issuance of the Certificates of Participation, Series 2024A, through a negotiated sale and confirms U.S. Bank National Association as Trustee. Its adoption also demonstrates the School Board's approval to the following documents and actions which are attached hereto:

- Ground Lease of the project sites to the Clay School Board Leasing Corporation, a Florida not-for-profit corporation, and the lease-purchase of the sites and schools from the corporation,
- Authorization to execute and deliver the Series 2024A Ground Lease Agreement,
- Authorization to execute and deliver the Lease Schedule No. 2024A,
- Authorization to execute and deliver the Series 2024A Supplemental Trust Agreement with U.S. Bank National Association as Trustee,
- Approval of the Assignment of Series 2024A Ground Lease,
- Approval of the Series 2024A Amendment to Assignment of the Lease Agreement,
- Authorization to execute and deliver the Continuing Disclosure Agreement,
- Authorize the Chairman and Superintendent, or their designee, to execute and deliver the Certificate Purchase Contract, if certain parameters are satisfied, and all other necessary documents to implement the financing plan and
- Authorize the Chairman and Superintendent, or their designee, to distribute the Preliminary Offering Statement in a deemed "final" form and to execute and deliver the Offering Statement.

Contact

Dr. Susan Legutko, Assistant Superintendent Business Affairs, 904-336-6721 Susan.Legutko@myoneclay.net
Bryce Ellis, Assistant Superintendent Operations, 904-336-xxxx, Bryce.Ellis@myoneclay.net

Financial Impact

Debt service on the Series 2024A Certificates will accrue as of the date of delivery of the Series 2024A Certificates. The first interest payment is expected to occur on [_____], and the debt service will be fully compliant with the requirements of ss. 1011.71(2)(e), Florida Statutes.

Review Comments

Attachments

DRAFT

April 4, 2024 - Regular School Board Meeting

Title

C20 - Monthly Financial Reports for February, 2024

Description

The Monthly Financial Reports, in accordance with SBE Rule 6A-1.008, are submitted for the use and consideration of the Board for the month ending February 29, 2024.

Gap Analysis

The Monthly Financial Reports show compliance to the district's amended budget as of the month end reported and meet State and School Board financial reporting requirements.

Previous Outcomes

It has been a past (normal) practice to provide Monthly Financial Reports, in accordance with SBE Rule 6A-1.008.

Expected Outcomes

The Monthly Financial Reports are provided to meet the stewardship responsibilities of the district for reporting and accountability of the district's finances.

Strategic Plan Goal

Goal 5: Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

That the Clay County School Board accept for use and consideration the Superintendent's Monthly Financial Reports for February, 2024.

Contact

Dr. Susan M. Legutko, Assistant Superintendent of Business Affairs, (904) 336-6721, susan.legutko@myoneclay.net

Financial Impact

The Monthly Financial Reports reflect the year-to-date results of operations.

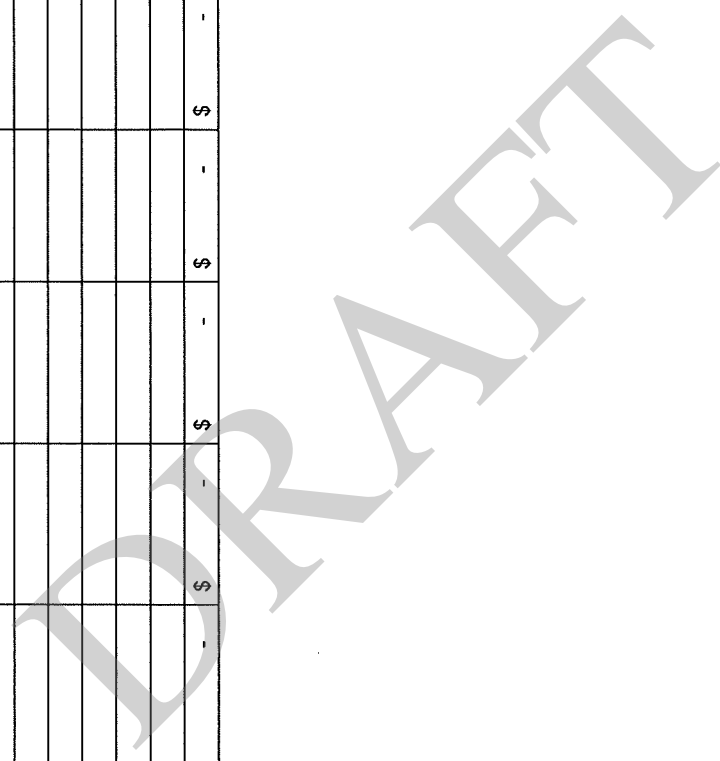
Review Comments

Attachments

- 🔗 [February 2024 Monthly Board Property Reports.pdf](#)
- 🔗 [February 2024 Monthly Board Financial Report.pdf](#)
- 🔗 [Contracts Signed by Superintendent \\$50,000 to \\$100,000.pdf](#)

SOFTWARE FEBRUARY, 2024

LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0341 CLAY HIGH SCHOOL	\$ 5,599.00								\$ 5,599.00
0431 RIDGEVIEW HIGH	\$ 3,450.00								\$ 3,450.00
0541 RIDEOUT ELEMENTARY	\$ 7,605.95								\$ 7,605.95
0611 OAKLEAF JUNIOR HIGH	\$ 37,921.00								\$ 37,921.00
9008 ADULT COMMUNITY EDUCATION	\$ 1,295.00								\$ 1,295.00
9010 TRANSPORTATION	\$ 39,580.84								\$ 39,580.84
9021 MAINTENANCE	\$ 13,800.00								\$ 13,800.00
9040 INFORMATION & TECH SERVICES	\$ 5,024,189.74								\$ 5,024,189.74
9110 FOOD & NUTRITION SERVICES	\$ 39,100.00								\$ 39,100.00
TOTAL	\$ 5,172,541.53	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,172,541.53



AUDIO/VISUAL FEBRUARY, 2024

LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0111 BANNERMAN LEARNING CENTER	\$ 2,402.11							\$ 2,402.11
0252 ORANGE PARK HIGH	\$ 9,958.90							\$ 9,958.90
0311 KEYSTONE HEIGHTS JR/SR HIGH	\$ 1,792.00							\$ 1,792.00
0341 CLAY HIGH SCHOOL	\$ 26,584.42							\$ 26,584.42
0351 LAKESIDE JUNIOR HIGH	\$ 2,500.82							\$ 2,500.82
0361 ORANGE PARK JUNIOR HIGH	\$ 1,149.00							\$ 1,149.00
0391 MIDDLEBURG HIGH SCHOOL	\$ 18,208.40							\$ 18,208.40
0431 RIDGEVIEW HIGH SCHOOL	\$ 1,293.43							\$ 1,293.43
0481 LAKE ASBURY JUNIOR HIGH	\$ 11,237.85							\$ 11,237.85
0551 FLEMING ISLAND HIGH SCHOOL	\$ 1,231.99							\$ 1,231.99
0661 OAKLEAF HIGH SCHOOL	\$ 4,855.26							\$ 4,855.26
9005 EXCEPTIONAL STUDENT EDUCATION	\$ 1,900.00							\$ 1,900.00
TOTAL	\$ 83,114.18	\$	\$	\$	\$	\$	\$	\$ 83,114.18

\$2,215.40 reconciled reclass from 621 to 641 - 0551 FIH

VEHICLES FEBRUARY, 2024

LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
9010-TRANSPORTATION	\$ 32,239,944.67	\$ 56,110.00							\$ 32,296,054.67
TOTAL	\$ 32,239,944.67	\$ 56,110.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,296,054.67

DRAFT

FURNITURE/EQUIPMENT FEBRUARY, 2024

LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0020 FL YOUTH CHALLENGE ACADEMY	\$ 9,703.11							\$ 1,370.00	\$ 8,333.11
0021 GREEN COVE SPRINGS JUNIOR HIGH	\$ 340,160.21								\$ 340,160.21
0071 CHARLES E BENNETT ELEMENTARY	\$ 173,712.85								\$ 173,712.85
0111 BANNERMAN LEARNING CENTER	\$ 171,039.53								\$ 171,039.53
0112 PACE CENTER FOR GIRLS	\$ 1,613.20								\$ 1,613.20
0113 AMI KIDS	\$ 7,461.21								\$ 7,461.21
0201 ORANGE PARK ELEMENTARY	\$ 140,392.21					\$ 3,861.47			\$ 136,530.74
0232 GROVE PARK ELEMENTARY	\$ 260,039.07								\$ 260,039.07
0241 W E CHERRY ELEMENTARY	\$ 205,629.37								\$ 205,629.37
0252 ORANGE PARK HIGH	\$ 1,450,818.83	\$ 1,004.82				\$ 17,736.64		\$ 2,859.74	\$ 1,431,227.27
0261 DOCTORS INLET ELEMENTARY	\$ 180,151.31							\$ 1,789.69	\$ 178,361.62
0271 MIDDLEBURG ELEMENTARY	\$ 260,460.56								\$ 260,460.56
0301 KEYSTONE HEIGHTS ELEMENTARY	\$ 309,082.26								\$ 309,082.26
0311 KEYSTONE HEIGHTS JR/SR HIGH	\$ 850,325.11	\$ 2,427.92						\$ 72,200.72	\$ 780,552.31
0331 S BRYAN JENNINGS ELEMENTARY	\$ 174,443.74								\$ 174,443.74
0341 CLAY HIGH SCHOOL	\$ 1,047,788.31	\$ 1,882.15	\$ 300.00					\$ 1,399.00	\$ 1,048,571.46
0351 LAKESIDE JUNIOR HIGH	\$ 411,422.38					\$ 6,933.80			\$ 418,356.18
0352 LAKESIDE ELEMENTARY	\$ 262,948.16								\$ 262,948.16
0361 ORANGE PARK JUNIOR HIGH	\$ 518,969.93					\$ 5,339.46	\$ 7,470.42		\$ 516,838.97
0371 WILKINSON JUNIOR HIGH	\$ 592,383.55							\$ 1,999.95	\$ 590,383.60
0381 MONTCLAIR ELEMENTARY	\$ 190,622.67								\$ 190,622.67
0391 MIDDLEBURG HIGH SCHOOL	\$ 1,337,980.02	\$ 2,515.72				\$ 2,797.88	\$ 9,159.15	\$ 17,403.41	\$ 1,316,731.06
0401 RIDGEVIEW ELEMENTARY	\$ 312,238.68								\$ 312,238.68
0411 CLAY HILL ELEMENTARY	\$ 282,449.84	\$ 2,102.28						\$ 2,371.06	\$ 282,181.06
0431 RIDGEVIEW HIGH SCHOOL	\$ 1,113,670.21	\$ 24,742.58				\$ 10,479.64	\$ 7,105.90	\$ 2,005.56	\$ 1,139,780.97
0451 LAKE ASBURY ELEMENTARY	\$ 174,541.74								\$ 174,541.74
0471 ROBERT M PATERSON ELEMENTARY	\$ 195,575.31								\$ 195,575.31
0481 LAKE ASBURY JUNIOR HIGH	\$ 626,375.47	\$ 10,826.25							\$ 637,201.72
0491 WILKINSON ELEMENTARY	\$ 373,558.42					\$ 3,715.74		\$ 3,021.00	\$ 374,253.16
0501 TYNES ELEMENTARY	\$ 294,781.06								\$ 294,781.06
0511 MCRAE ELEMENTARY	\$ 286,563.00								\$ 286,563.00
0521 FLEMING ISLAND ELEMENTARY	\$ 167,741.90								\$ 167,741.90
0531 THUNDERBOLT ELEMENTARY	\$ 235,495.89								\$ 235,495.89
0541 RIDEOUT ELEMENTARY	\$ 207,934.80								\$ 207,934.80
0551 FLEMING ISLAND HIGH SCHOOL	\$ 1,193,498.41	\$ 112,660.00		\$ 2,215.40					\$ 1,308,373.81
0571 SWIMMING PEN CREEK ELEMENTARY	\$ 149,363.12								\$ 149,363.12
0591 ARGYLE ELEMENTARY SCHOOL	\$ 163,010.52					\$ 1,364.98		\$ 2,966.35	\$ 158,679.19
0601 COPPERGATE ELEMENTARY	\$ 268,618.53								\$ 268,618.53
0611 OAKLEAF JUNIOR HIGH	\$ 535,111.07								\$ 534,076.07
0621 OAKLEAF VILLAGE ELEMENTARY	\$ 261,994.36	\$ 1,401.65				\$ 3,750.22	\$ 1,252.28		\$ 265,893.95
0631 SHADOWLAWN ELEMENTARY	\$ 196,807.95								\$ 196,807.95
0641 DISCOVERY OAKS ELEMENTARY	\$ 651,707.62								\$ 651,707.62

FURNITURE/EQUIPMENT FEBRUARY, 2024

LOCATION	BEG BALANCE	NEW PURCHASE	VALUE ADD	OTHER	REINSTATED	TRANSFER IN	TRANSFER OUT	DELETIONS	ENDING BALANCE
0651 PLANTATION OAKS ELEMENTARY	\$ 602,660.70								\$ 602,660.70
0661 OAKLEAF HIGH SCHOOL	\$ 1,446,332.21	\$ 4,500.00						\$ 2,138.00	\$ 1,448,694.21
0671 SPRING PARK ELEMENTARY	\$ 723,170.04					\$ 10,520.75			\$ 733,690.79
0677 ST JOHNS CLASSICAL ACADEMY OP	\$ 1,613.20								\$ 1,613.20
0769 ST JOHNS COUNTRY DAY	\$ 11,345.00								\$ 11,345.00
0824 GRACE EPISCOPAL	\$ 1,098.69								\$ 1,098.69
1409 ANNUNCIATION CATHOLIC SCHOOL	\$ 1,059.00								\$ 1,059.00
3460 BROACH OF ORANGE PARK	\$ 1,081.99								\$ 1,081.99
7005 CLAY VIRTUAL ACADEMY	\$ 13,717.48								\$ 13,717.48
9000 SCHOOL BOARD	\$ 16,515.41								\$ 16,515.41
9002 CAREER & TECHNICAL EDUCATION	\$ 20,836.02					\$ 4,733.73		\$ 1,219.97	\$ 24,349.78
9003 INSTRUCTIONAL RESOURCES	\$ 44,565.78							\$ 1,219.97	\$ 43,345.81
9004 CLIMATE & CULTURE	\$ 77,561.29								\$ 77,561.29
9005 EXCEPTIONAL STUDENT EDUCATION	\$ 177,257.52							\$ 5,323.97	\$ 171,933.55
9006 DEPT OF ELEMENTARY EDUCATION	\$ 37,735.41								\$ 37,735.41
9007 K12 ACADEMIC SERVICES	\$ 5,946.87								\$ 5,946.87
9008 ADULT COMMUNITY EDUCATION	\$ 109,701.12	\$ 4,945.00						\$ 3,296.00	\$ 111,350.12
9009 PROFESSIONAL DEVELOPMENT	\$ 112,624.51								\$ 112,624.51
9010 TRANSPORTATION	\$ 595,825.08						\$ 10,279.14		\$ 585,545.94
9015 READING & EARLY LITERACY	\$ 25,760.73								\$ 25,760.73
9016 SUPERINTENDENT	\$ 40,077.03								\$ 40,077.03
9020 OPERATIONS	\$ 53,927.77								\$ 53,927.77
9021 MAINTENANCE DEPARTMENT	\$ 692,600.52							\$ 2,499.69	\$ 688,006.55
9022 SAFETY & SECURITY	\$ 159,157.69					\$ 28,618.58	\$ 16,085.60	\$ 7,126.95	\$ 180,898.58
9023 FACILITY PLANNING & CONSTRUCT	\$ 64,752.49					\$ 21,740.89		\$ 1,219.97	\$ 63,532.52
9024 CODE ENFORCEMENT	\$ 5,913.23								\$ 5,913.23
9025 SCHOOL POLICE DEPARTMENT	\$ 355,217.31						\$ 21,740.89		\$ 333,476.42
9030 PRINT CENTER	\$ 54,046.85	\$ 5,186.01							\$ 59,232.86
9040 INFORMATION & TECH SERVICES	\$ 1,469,043.16						\$ 1,368.95	\$ 2,302.92	\$ 1,465,371.29
9050 BUSINESS AFFAIRS DIVISION	\$ 145,589.67	\$ 15,309.36						\$ 12,466.67	\$ 148,432.36
9060 HUMAN RESOURCES	\$ 66,665.37							\$ 2,302.92	\$ 64,362.45
9106 TITLE 1	\$ 22,930.08								\$ 22,930.08
9110 FOOD & NUTRITION SERVICES	\$ 222,961.25					\$ 23,299.76	\$ 24,505.03		\$ 221,755.98
9111 CURRICULUM & INSTRUCTION	\$ 22,539.83								\$ 22,539.83
9113 TEACHER TRAINING CENTER FIH	\$ 16,551.33								\$ 16,551.33
9114 TEACHER LEARNING CENTER OPHS	\$ 2,662.45								\$ 2,662.45
9252 SEDNET	\$ 27,526.12							\$ 1,219.97	\$ 26,306.15
TOTAL	\$ 24,036,755.69	\$ 189,503.74	\$ 300.00	\$ 2,215.40	\$ -	\$ 121,930.45	\$ 121,930.45	\$ 152,758.48	\$ 24,076,016.35

\$300.00 Value add on asset F04840 final charges
 \$2,215.40 Other - Reclass from 621 to 641 - 0551 FIH

CLAY COUNTY SCHOOL BOARD
SUMMARY OF CASH INVESTMENTS
07/01/2023 thru 02/29/2024

	CASH BALANCE	INVESTMENT AMOUNT	TYPE	GRAND TOTAL
General Fund(3)	13,200,774.43	73,619,140.75	(1) & (4) SBA/OTH	86,819,915.18
Debt Services(5)	0.00	606,231.95	SBA/OTH	606,231.95
Capital Projects	0.00	53,673,103.81	SBA/OTH	53,673,103.81
Special Rev. - Other	0.00	0.00	SBA	0.00
Spec. Rev - Food Service	6,196,537.82	7,176,272.03	SBA	13,372,809.85
Self Insurance	0.00	1,398,746.50	SBA	1,398,746.50
GRAND TOTAL	19,397,312.25	136,473,495.04		155,870,807.29

NOTES:

1. The rate of interest earned on investments with the State Board of Administration (PRIME) during the month of February, 2024 was 5.55%.
2. For comparison purposes with the General Fund Statement of Revenue, we have completed 66.67% of the fiscal year. All other percentages are only a comparison of cash collections or expenditures to budgeted revenue or appropriations.
3. On the Summary of Cash & Investments, the figure reported for General Fund Investments includes \$1,748,389.12 invested for School Internal Accounts.
4. The rate of interest earned on investments with the Florida Education Investment Trust Fund (FEITF) during the month of February, 2024 was 5.46%.
5. Trustee Accounts - Amounts placed with SBA by the Florida Department of Education for investment of debt service moneys.

DRAFT

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF REVENUE
07/01/2023 thru 02/29/2024

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Federal Impact Aid	3121	500,000.00	500,000.00	410,901.00	82.18%
	R O T C	3191	375,000.00	375,000.00	139,920.21	37.31%
Federal Direct - Total			875,000.00	875,000.00	550,821.21	
Federal thru Local and State	Medicaid	3202	2,000,000.00	2,000,000.00	1,038,235.36	51.91%
	Federal Through Local Revenue	3280	350,000.00	332,832.45	199,139.78	59.83%
Federal thru Local & State - Total			2,350,000.00	2,332,832.45	1,237,375.14	
State Sources	Florida Educ Finance Program	3310	230,527,297.00	232,467,230.00	146,137,152.00	62.86%
	Workforce Development	3315	904,441.00	904,441.00	602,960.00	66.67%
	Workforce Performance Incentives	3317	0.00	0.00	91,629.00	NA
	CO&DS Withheld/Admin Expense	3323	22,000.00	22,000.00	0.00	0.00%
	State License Tax	3343	40,000.00	40,000.00	31,375.96	78.44%
	Class Size Reduction	3355	37,159,379.00	37,159,379.00	24,720,176.00	66.52%
	Voluntary Pre-K High Schools	3370	100,000.00	100,000.00	85,580.61	85.58%
	Voluntary Pre-K	3371	500,000.00	500,000.00	379,586.03	75.92%
	State Revenue Thru Local	3380	139,347.94	274,179.94	354,179.94	129.18%
	Miscellaneous State Revenue	3390	859,692.00	2,885,082.00	850,085.27	29.46%
	Other Misc State Revenue	3399	0.00	180,623.00	135,468.00	75.00%
State Sources - Total			270,252,156.94	274,532,934.94	173,388,192.81	
Local Sources	District School Taxes	3411	71,869,574.68	71,869,574.68	65,993,553.14	91.82%
	Prior Year Coll School Taxes	3419	30,000.00	30,000.00	19,676.04	65.59%
	Tax Redemptions	3421	1,000,000.00	1,000,000.00	0.00	0.00%
	Rent	3425	600,000.00	600,000.00	389,766.36	64.96%
	Interest Incl Profit On Investment	3430	1,000,000.00	1,000,000.00	2,085,299.46	208.53%
	Gifts Grants & Bequests	3440	241,601.80	302,390.50	86,661.50	28.66%
	Adult Gen Educ Course Fee-GED	3461	51,219.99	67,119.99	27,299.99	40.67%
	Postsecondary Voc Course Fees	3462	3,000.00	3,000.00	0.00	0.00%
	Lifelong Learning Fees	3466	500.00	500.00	0.00	0.00%
	Other Student Fees	3469	13,900.00	19,482.50	9,982.50	51.24%
	Preschool Program Fees	3471	449,398.24	449,398.24	270,471.59	60.19%
	Other Schl Class Fees	3479	91,774.00	91,774.00	47,422.86	51.67%
	Miscellaneous Local Sources	3490	1,651,034.72	1,919,692.53	3,513,776.44	183.04%
	Receipt Of Fed Indirect Cost	3494	1,000,000.00	1,000,000.00	362,751.26	36.28%
	Other Misc Local Sources	3495	300,000.00	300,000.00	335,235.38	111.75%
	Refund Of Prior Year's Expense	3497	100,000.00	100,000.00	13,934.09	13.93%
	Lost Damaged & Sale Of Textbook	3498	5,045.98	5,045.98	0.00	0.00%
Receipt Of Food Serv Ind Cost	3499	400,000.00	400,000.00	181,836.93	45.46%	
Local Sources - Total			78,807,049.41	79,157,978.42	73,337,667.54	
Transfers	Transfer From Capital Projects	3630	5,070,000.00	5,070,000.00	2,204,025.00	43.47%
	Transfer From Internal Service	3670	1,000,000.00	1,000,000.00	0.00	0.00%
Transfers - Total			6,070,000.00	6,070,000.00	2,204,025.00	
Other Financing Sources	Sale Of Equipment	3733	100,000.00	100,000.00	28,306.73	28.31%
	Insurance Loss Recoveries	3740	22,573.84	22,573.84	86,600.58	383.63%
OFS - Total			122,573.84	122,573.84	114,907.31	
Revenues - Total			358,476,780.19	363,091,319.65	250,832,989.01	69.08%
Fund Balance	Restricted Fund Balance	2720	0.00	0.00	0.00	
	Fund Balance 7-1-2023	2750	27,644,443.17	27,644,443.17	27,644,443.17	
Grand Total			386,121,223.36	390,735,762.82	278,477,432.18	71.27%

**CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2023 thru 02/29/2024**

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Eng Services	Mat Supplies	Cap Outlay	Other Misc	Totals	% OF Budget
Basic FEPP K-12	5100	170,444,900.17	169,963,183.69	54,484,171.84	19,471,857.72	15,684,502.63	458.53	5,315,681.61	487,900.35	470,812.44	96,115,386.12	56.55%
Exceptional Education	5200	53,506,848.64	53,561,385.67	22,716,740.44	8,179,292.95	2,206,219.73	1,909.01	243,931.57	57,612.82	10,614.04	33,416,320.56	62.39%
Career Technical Education	5300	10,551,660.11	10,622,523.03	3,393,957.50	1,198,807.69	389,533.48	2,731.06	193,326.33	205,668.26	41,615.79	5,405,740.11	50.83%
Adult General	5400	586,174.30	748,225.61	116,501.63	34,174.01	42,043.38	0.00	15,754.24	23,246.17	13,779.85	249,499.28	32.81%
Voluntary Pre K	5500	1,129,409.24	1,170,253.92	419,098.63	151,435.70	25,530.33	0.00	136,012.57	7,494.56	0.00	741,571.99	63.37%
Other Instruction	5600	47,355.35	52,784.47	636,846.40	105,904.68	0.00	0.00	3,927.92	2,390.60	0.00	749,069.6	1,419.11%
Student Support Services	6100	19,178,274.27	19,424,977.35	8,732,641.06	2,872,665.23	472,711.35	2,993.38	110,778.52	102,002.93	28,545.78	12,322,398.25	63.44%
Instructional Media Services	6200	5,033,098.57	5,034,567.92	1,907,797.15	698,310.42	195,140.17	0.00	39,114.22	55,999.43	600.00	2,896,961.39	57.54%
Inst & Curric Dev Services	6300	4,892,736.36	4,891,429.00	2,176,229.10	700,373.03	24,191.65	285.35	6,101.05	40,809.40	798.15	2,948,786.73	60.29%
Inst Staff Training Services	6400	4,700,235.34	5,195,373.81	1,512,847.78	466,009.93	395,078.80	0.00	87,957.78	6,659.51	10,003.75	2,488,557.55	48.65%
Instruction Related Technology	6500	6,378,774.33	6,456,359.53	1,719,074.78	571,591.92	1,921,615.63	0.00	30,900.88	138,058.26	0.00	4,381,241.67	67.86%
Board	7100	1,348,152.49	1,348,152.49	272,854.92	133,818.58	205,625.76	0.00	111.85	0.00	22,082.42	634,493.53	47.06%
General Administration	7200	624,575.77	626,075.77	216,220.25	112,860.72	15,419.98	802.38	1,288.70	1,154.42	20,618.39	368,364.84	59.84%
School Administration	7300	17,363,431.65	17,572,755.53	8,931,364.55	2,905,999.42	59,777.98	0.00	45,093.93	87,903.93	23,818.55	12,053,378.36	68.59%
Facilities Acquisition and Construction	7400	4,732,141.62	6,195,116.62	671,742.75	229,738.63	330,150.11	3,051.25	10,225.47	504,924.68	621,197.00	2,371,030.09	38.27%
Fiscal Services	7500	1,865,497.68	1,786,310.28	803,019.80	249,569.63	22,851.67	0.00	5,223.74	1,101.61	15,404.95	1,097,171.4	61.09%
Food Services	7600	212,821.04	212,821.04	72,219.96	20,232.67	0.00	0.00	0.00	0.00	0.00	92,452.63	43.44%
Central Services	7700	4,702,510.91	4,752,298.93	1,707,514.91	533,743.47	153,240.58	4,816.64	43,868.68	108,041.60	6,617.10	2,557,842.98	53.82%
Pupil Transportation Services	7800	15,522,627.67	15,812,946.23	6,022,001.79	1,894,827.48	359,545.54	906,455.37	647,610.85	421,072.31	3,968.92	10,255,482.26	64.85%
Operation of Plant	7900	27,226,090.76	27,687,362.64	4,985,716.62	1,667,860.43	3,773,206.49	4,246,447.67	603,478.91	100,419.29	924.70	15,587,854.11	56.30%
Maintenance Of Plant	8100	8,574,000.15	8,580,557.58	2,869,448.61	941,504.08	1,112,094.34	110,617.65	724,955.66	135,594.96	9,011.40	5,703,066.7	66.45%
Administrative Technology Svcs	8200	1,746,835.48	1,687,835.48	843,319.56	272,662.36	4,432.68	9,451.40	5,783.11	14,200.82	232.41	1,150,082.34	66.14%
Community Services	9100	586,134.90	586,234.90	222,881.29	93,150.34	354.90	0.00	23,370.18	479.98	5,878.55	346,115.24	58.05%
Debt Service	9200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Total Expense		360,964,286.80	363,929,531.47	125,244,231.52	43,725,491.29	27,373,267.38	5,290,019.69	8,496,537.77	2,502,735.89	1,308,525.19	213,938,808.73	58.79%
Nonspendable Fund Balance	6/30/2024	500,000.00	500,000.00								500,000.00	
Restricted Fund Balance	6/30/2024	5,528,761.83	5,528,761.83								5,528,761.83	
Assigned Fund Balance	6/30/2024	1,886,654.73	1,886,654.73								1,886,654.73	
Unassigned Fund Balance	6/30/2024	17,241,520.00	18,890,814.79								56,623,206.89	
Total Fund Balance	6/30/2024	25,156,936.56	26,806,231.35								64,538,623.45	
Grand Totals		386,121,223.36	390,735,762.82								278,477,432.18	71.27%

CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF REVENUE
07/01/2023 thru 02/29/2024

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Local Sources	District School Taxes	3411	18,409,214.83	18,409,214.83	16,569,300.84	90.01%
Local Sources - Total			18,409,214.83	18,409,214.83	16,569,300.84	
Revenue			18,409,214.83	18,409,214.83	16,569,300.84	
Fund Balance	Fund Balance	2750	9,606,247.17	9,606,247.17	9,606,247.17	100.00%
Fund Balance - Total			9,606,247.17	9,606,247.17	9,606,247.17	
Fund Balance July 1, 2023			9,606,247.17	9,606,247.17	9,606,247.17	
Grand Total			28,015,462.00	28,015,462.00	26,175,548.01	93.43%

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CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2023 thru 02/29/2024

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp Benefits	Purch Services	Entn Services	Mat Supplies	Cap Outlay	Other Misc.	Totals	% OF Budget
Basic FEFP K-12	5100	3,198,434.45	2,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Facilities Acquisition & Const	7400	12,205,023.58	12,110,023.58	0.00	0.00	134,069.52	0.00	0.00	3,558,858.85	0.00	3,692,928.37	30.49%
Facilities (S. D.)	7700	8,800.00	8,800.00	0.00	0.00	467.24	0.00	0.00	0.00	0.00	467.24	5.31%
Pupil Transportation Services	7800	109,736.60	109,736.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Operation Of Plant	7900	5,295,462.24	7,957,610.41	2,063,211.40	903,732.09	874,513.73	43,376.66	41,011.53	62,062.71	0.00	3,987,908.12	50.11%
Maintenance Of Plant	8100	202,600.77	202,600.77	100,984.80	38,276.60	0.00	0.00	0.00	0.00	0.00	139,241.4	68.73%
Total Expense		21,020,057.64	22,388,771.36	2,164,176.20	942,008.69	1,009,050.49	43,376.66	41,011.53	3,620,921.56	0.00	7,820,545.13	34.93%
Restricted Fund Balance	6/30/2024	6,995,404.36	5,626,690.64								18,355,002.88	
Unassigned Fund Balance	6/30/2024	0.00	0.00								0.00	
Total Fund Balance		6,995,404.36	5,626,690.64								18,355,002.88	
Grand Totals		28,015,462.00	28,015,462.00								26,175,548.01	93.43%

CLAY COUNTY SCHOOL BOARD
DEBT SERVICE FUND
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2023 Thru 02/29/2024

REVENUE AND TRANSFERS

Local Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Investment	3430	1,000.00	27,000.00	28,983.01	107.34%
Total Local Sources		1,000.00	27,000.00	28,983.01	

State Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Racing Commission Funds	3341	219,668.76	219,668.76	111,625.00	50.82%
Total State Sources		219,668.76	219,668.76	111,625.00	

Transfers

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Transfer From Capital Projects	3630	6,807,241.00	6,806,143.12	1,975,750.67	29.03%
Total Transfers		6,807,241.00	6,806,143.12	1,975,750.67	
Total REVENUE AND TRANSFERS		7,027,909.76	7,052,811.88	2,116,358.68	30.01%
Fund Balance July 1, 2023		513,770.23	513,770.23	513,770.23	
GRAND TOTAL		7,541,679.99	7,566,582.11	2,630,128.91	34.76%

EXPENDITURES

Debt Service

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Redempt Of Prnc	710	6,135,242.17	6,135,242.17	1,535,242.17	25.02%
Interest	720	875,569.71	875,569.71	477,942.88	54.59%
Dues And Fees	730	16,000.00	16,000.00	9,018.88	56.37%
Total Debt Service		7,026,811.88	7,026,811.88	2,022,203.93	
Total EXPENDITURES		7,026,811.88	7,026,811.88	2,022,203.93	

FUND BALANCE

Fund Balance

	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2024	2750	514,868.11	539,770.23	607,924.98	
GRAND TOTAL		7,541,679.99	7,566,582.11	2,630,128.91	34.76%

CLAY COUNTY SCHOOL BOARD
CAPITAL IMPROVEMENTS FUNDS
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2023 Thru 02/29/2024

REVENUE AND TRANSFERS

Local Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
District Local Cap Improv Taxes	3413	27,613,822.24	27,613,822.24	25,362,844.92	91.85%
Local Sales Taxes	3418	16,000,000.00	16,000,000.00	10,041,395.10	62.76%
Tax Redemptions	3421	1,000.00	1,000.00	0.00	0.00%
Interest Incl Profit On Investments	3430	1,375.00	1,375.00	848,923.43	61,739.89%
Impact Fees	3496	8,804,457.00	8,804,457.00	7,806,271.54	88.66%
Total Local Sources		52,420,654.24	52,420,654.24	44,059,434.99	
State Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
CO & DS Distribud To District	3321	1,275,000.00	1,275,000.00	0.00	0.00%
Interest On Undistrib CO & DS	3325	25,000.00	25,000.00	0.00	0.00%
Miscellaneous State Revenue	3390	809,718.00	701,906.00	171,161.07	24.39%
Charter Sch Capital Outlay Revenue	3397	796,000.00	796,000.00	621,197.00	78.04%
Sale of Equipment and Land	3733	0.00	0.00	20,020.00	NA
Total State Sources		2,905,718.00	2,797,906.00	812,378.07	
Total REVENUE AND TRANSFERS		55,326,372.24	55,218,560.24	44,871,813.06	81.26%
Fund Balance July 1, 2023		41,300,962.71	41,300,962.71	41,300,962.71	
GRAND TOTAL		96,627,334.95	96,519,522.95	86,172,775.77	89.28%

EXPENDITURES

Debt Service					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Redempt Of Pmc	710	110,035.43	110,035.43	110,035.43	100.00%
Interest	720	2,284.57	2,284.57	2,284.57	100.00%
Dues And Fees	730	0.00	0.00	0.00	0.00%
Total Debt Service		112,320.00	112,320.00	112,320.00	

Gen Sup Srvs

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Books New Library	611	135,000.00	135,000.00	134,957.13	99.97%
Books Existing Library	612	0.00	60,000.00	0.00	0.00%
AV Mat \$1000/Ovr	621	0.00	5,500.00	0.00	0.00%
AV Mat L/T \$1000	622	0.00	22,500.00	5,725.00	25.44%
Buildings & Fixed Equipment	630	20,797,439.59	21,142,641.03	6,606,913.90	31.25%
Dir Purch Bldgs	631	3,948,153.17	2,883,291.99	1,623,667.57	56.31%
Equip \$1000 Over	641	267,541.16	534,424.77	281,898.84	52.75%
Equip L/T \$1000	642	646,946.02	538,750.40	316,791.72	58.80%
Comp Hdw > \$1000	643	600,814.00	529,814.00	4,814.00	0.91%
Cptr Hdw <\$1000	644	1,375,169.58	2,256,469.58	1,092,626.10	48.42%
TechRel FE >\$1000	648	241,841.00	241,841.00	41,841.00	17.30%
TechRel FFE <\$1000	649	800,000.00	0.00	0.00	0.00%
School Buses	651	3,118,807.00	3,118,807.00	0.00	0.00%
Land	660	6,750,000.00	6,495,095.21	6,495,095.14	100.00%
Capital Imprv Other Than Bldgs.	671	7,345,351.57	7,150,351.57	1,670,207.87	23.36%
Non-Capital Imprv Other Than Bldgs.	672	6,206,223.02	6,441,264.51	2,591,165.39	40.23%
Capital Remodeling	681	16,002,411.95	14,840,379.48	4,413,820.24	29.74%
Non-Cap Remodeling/Renovations	682	9,180,042.44	10,659,129.86	3,014,504.44	28.28%
Direct Purchase Capital Remodeling	683	904,360.00	676,900.00	243,459.12	35.97%
Dir Purch-Non-Cap Remodeling/Ren.	684	63,781.00	163,691.37	57,017.92	34.83%
Software >\$1000	691	612,143.20	612,143.20	454,536.00	74.25%
Software <\$1000	692	975.00	571.67	571.67	100.00%
CHARTER LCIF	793	0.00	210,000.00	161,299.96	76.81%
CHARTER Cap TAX	795	10,690.43	913,338.00	538,505.28	58.96%
Total Gen Sup Srvs		79,007,690.13	79,631,904.64	29,749,418.29	

Xfer Of Funds

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Xfer To Gen Fnd	910	5,070,000.00	5,070,000.00	2,204,025.00	43.47%
Xfer To Dbt Svc	920	6,806,143.12	6,806,143.12	1,975,750.67	29.03%
Total Xfer Of Funds		11,876,143.12	11,876,143.12	4,179,775.67	
Total EXPENDITURES		90,996,153.25	91,620,367.76	34,041,513.96	37.15%

Fund Balance

Fund Balance June 30, 2024	2750	5,631,181.70	4,899,155.19	52,131,261.81	
GRAND TOTAL		96,627,334.95	96,519,522.95	86,172,775.77	89.28%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - FOOD SERVICES
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2023 Thru 02/29/2024

REVENUE AND TRANSFERS

Local Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Investments	3430	100,000.00	100,000.00	162,491.38	162.49%
Student Lunches	3451	3,505,185.90	3,505,185.90	1,699,656.85	48.49%
Student Breakfasts	3452	486,817.50	486,817.50	193,340.75	39.72%
Adult Breakfasts/Lunches	3453	1,800.00	1,800.00	14,397.30	799.85%
Student A La Carte	3454	1,660,000.00	1,660,000.00	1,232,992.74	74.28%
Miscellaneous Local Sources	3490	5,000.00	5,000.00	48,964.15	979.28%
Total Local Sources		5,758,803.40	5,758,803.40	3,351,843.17	
Federal Thru State and Local					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
School Lunch Reimbursement	3261	11,368,719.83	11,368,719.83	6,962,439.44	61.24%
School Breakfast Reimbursement	3262	2,718,319.28	2,718,319.28	1,343,645.13	49.43%
After School Snack Reimb	3263	6,500.00	6,500.00	2,152.80	33.12%
U S D A Donated Commodities	3265	1,600,000.00	1,600,000.00	0.00	0.00%
Cash in Lieu of Donated Foods	3266	5,000.00	5,000.00	0.00	0.00%
Summer Food Service Program	3267	100,000.00	100,000.00	32,071.98	32.07%
Food Service Misc	3269	0.00	939,508.34	943,139.35	100.38%
Total Federal Thru State & Local		15,798,539.11	16,738,047.45	9,283,448.70	
State Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
School Breakfast Supplement	3337	60,000.00	60,000.00	35,159.00	58.60%
School Lunch Supplement	3338	85,000.00	85,000.00	50,678.00	59.62%
Total State Sources		145,000.00	145,000.00	85,837.00	
Total REVENUE AND TRANSFERS		21,702,342.51	22,641,850.85	12,721,128.87	
Fund Balance July 1, 2023		9,553,747.67	9,553,747.67	9,553,747.67	
GRAND TOTAL		31,256,090.18	32,195,598.52	22,274,876.54	69.19%

EXPENDITURES

Gen Sup Svc					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Administrator	110	2,086,059.90	2,098,059.90	1,394,993.24	66.55%
Other Support	160	4,937,777.95	4,937,777.95	3,664,560.21	74.21%
Retirement	210	994,355.28	994,355.28	700,508.18	70.45%
Social Security	220	534,846.38	534,846.38	371,071.62	69.38%
Group Insurance	230	1,644,126.96	1,644,126.96	841,462.81	51.18%
Workmans Comp	240	63,833.68	63,833.68	69,967.33	109.61%
Prof Svcs - Substitutes	313	108,500.00	108,500.00	43,767.73	41.10%
Travel-In cnty	331	6,200.00	9,200.00	4,182.39	45.46%
Travel-Out Cnty	332	2,500.00	2,500.00	166.00	6.64%
Trvl-Out State	333	2,500.00	2,500.00	0.00	0.00%
Travel-Reg Fees	334	500.00	500.00	0.00	0.00%
Repairs And Maintenance	350	26,284.04	26,284.04	15,888.84	60.45%
Rentals	360	5,914.93	5,914.93	0.00	0.00%
Leases	367	0.00	2,600.00	1,701.14	65.43%
Tech Rentals	369	48,488.65	48,488.65	39,870.96	82.23%
Stamps	371	15,000.00	15,000.00	9,278.75	61.86%
Wireless Plan	372	100.00	100.00	0.00	0.00%
Cell Phones	378	1,000.00	1,000.00	831.95	83.20%
Olhr Purch Svc	390	107,388.04	107,388.04	20,675.82	19.25%
Printing	391	15,000.00	15,000.00	5,187.72	34.58%
Bottled Gas	420	3,805.47	3,805.47	23.01	0.60%
Electricity	430	158,500.00	158,500.00	73,449.76	48.93%
Gasoline	450	6,000.00	6,000.00	4,398.16	73.27%
Diesel Fuel	460	4,000.00	4,000.00	2,000.58	50.01%
Supplies	510	1,081,267.49	918,236.49	531,828.34	57.90%
Toner/Type Fee	515	13,505.30	13,505.30	3,206.91	23.75%
Tech Supplies	519	867.99	5,867.99	601.89	10.26%
Oil & Grease	540	1,000.00	1,000.00	78.00	7.80%
Repair Parts	550	3,500.00	3,500.00	1,191.91	34.05%
Tires & Tubes	560	500.00	500.00	1,501.20	300.24%
Food	570	9,343,453.40	10,441,992.74	6,862,276.82	65.72%
Commodities	580	1,600,000.00	1,600,000.00	0.00	0.00%
AV Mat L/T \$1000	622	50.00	1,050.00	214.37	20.42%
Equip \$1000 Over	641	153,220.36	153,220.36	33,743.28	22.02%
Equip L/T \$1000	642	215,768.06	215,768.06	111,962.43	51.89%
Comp Hdw > \$1000	643	22,500.00	22,500.00	0.00	0.00%
Cptr Hdw <\$1000	644	50,000.00	50,000.00	11,672.58	23.35%
TechRel FFE<\$1000	649	2,500.00	2,500.00	2,019.90	80.80%
Capitalized Remodeling	681	295,555.00	295,555.00	163,263.94	55.24%
Non-Cap Remodeling	682	25,000.00	25,000.00	0.00	0.00%
Dues And Fees	730	30,400.00	40,400.00	30,549.25	75.62%
Misc Ex/Ind Cst	792	250,000.00	235,000.00	181,836.93	77.38%
Total Gen Sup Svc		23,867,768.88	24,809,877.22	15,199,731.75	
Total EXPENDITURES		23,867,768.88	24,809,877.22	15,199,731.75	61.26%
Fund Balance June 30, 2024	2750	7,388,321.30	7,385,721.30	7,075,144.79	
Total Fund Balance		7,388,321.30	7,385,721.30	7,075,144.79	
GRAND TOTAL		31,256,090.18	32,195,598.52	22,274,876.54	69.19%

CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF REVENUE
07/01/2023 thru 02/29/2024

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Federal Direct	Miscellaneous Federal Direct	3199	0.00	417,917.09	26,095.46	6.24%
Federal Direct - Total			0.00	417,917.09	26,095.46	
Fed thru Local and State	Career And Technical Education	3201	320,219.64	420,220.00	171,198.07	40.74%
	Adult General Education	3221	482,064.06	367,563.06	140,810.72	38.31%
	English Literacy And Civics Ed	3222	48,821.30	48,821.30	25,366.35	51.96%
	Title II	3226	1,516,130.85	1,579,766.45	738,300.44	46.73%
	I D E A	3230	9,352,170.31	12,459,170.31	6,226,227.00	49.97%
	Title I - Elem & Secondary Edu	3240	8,601,449.37	9,808,201.71	3,931,900.97	40.09%
	Title III	3241	267,687.89	289,949.26	157,815.83	54.43%
	Twenty-First Century Schools	3242	531,748.77	747,651.03	146,878.18	19.65%
	Other Federal Thru State	3290	173,754.13	223,822.53	66,195.42	29.57%
Fed thru Local & State - Total			21,294,046.32	25,945,165.65	11,604,692.98	
Total			21,294,046.32	26,363,082.74	11,630,788.44	44.12%

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**CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF EXPENDITURES AND TRANSFERS**

07/01/2023 thru 02/29/2024

Expense	Acc#	Original Budget	Amended Budget	Salaries	Emp. Benefits	Purch Services	Eng Services	Mat/Supplies	Cap Outlay	Other Misc.	Totals	% OF Budget
Basic FEPP K-12	5100	6,382,637.07	9,285,724.80	1,571,341.70	544,686.75	157,117.08	0.00	205,637.84	1,157,065.41	6,285.34	3,642,134.12	39.22%
Exceptional	5200	7,029,548.95	8,029,548.95	2,547,686.32	953,751.23	90,861.48	0.00	142,995.26	29,485.31	0.00	3,764,782.60	46.89%
Career Technical Education	5300	256,633.84	357,717.84	0.00	0.00	5,850.00	0.00	28,356.59	107,553.75	12,853.39	154,613.73	43.22%
Adult General	5400	287,015.47	283,175.85	39,388.44	15,792.26	1,090.80	0.00	612.50	18,755.55	0.00	75,639.55	26.71%
Other Instruction	5900	0.00	1,495.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Student Support Services	6100	1,857,443.97	1,986,704.90	732,279.46	258,405.84	64,174.92	0.00	42,902.20	7,968.81	2,129.91	1,107,861.14	55.76%
Instructional Media	6200	7,000.00	4,500.00	83.33	18.87	0.00	0.00	0.00	0.00	0.00	102.20	2.27%
Inst & Curric Dev Services	6300	2,163,524.37	2,215,061.61	1,046,542.18	349,126.74	2,066.01	0.00	255.90	0.00	0.00	1,387,980.83	63.11%
Inst Staff Training Services	6400	2,562,222.89	3,189,022.14	555,527.94	174,166.35	309,030.83	0.00	22,883.35	116,586.54	5,992.40	1,184,087.41	37.13%
Instruction Related Technology	6500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
General Administration	7200	674,344.99	814,679.11	0.00	0.00	0.00	0.00	0.00	0.00	286,238.46	286,238.46	35.14%
School Administration	7300	270.48	11,774.10	4,375.21	2,141.63	0.00	0.00	0.00	0.00	0.00	6,516.84	55.35%
Facilities Acquisition and Construction	7400	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Food Services	7600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Central Services	7700	2,437.00	24,069.50	4,730.00	428.33	287.25	0.00	0.00	0.00	0.00	5,445.58	22.62%
Pupil Transportation Services	7800	70,767.29	157,701.04	0.00	0.00	4,472.66	0.00	0.00	0.00	0.00	4,472.66	2.84%
Operation Of Plant	7900	0.00	1,903.32	740.41	162.91	0.00	0.00	0.00	0.00	0.00	903.32	47.46%
Maintenance Of Plant	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Administrative Technology Svcs	8200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Community Services	9100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Total Expense		21,294,046.32	26,363,082.74	6,502,694.99	2,298,660.91	634,951.03	0.00	443,646.64	1,437,415.37	313,399.50	11,630,788.44	44.12%

CLAY COUNTY SCHOOL BOARD
CARES ACT AND ARP FUNDS - 44X
STATEMENT OF REVENUE
07/01/2023 thru 02/29/2024

		Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Fed thru Local & State	CARES ACT ESSER	3271	17,056,158.93	17,195,694.93	7,980,399.97	46.41%
Fed thru Local & State - Total			17,056,158.93	17,195,694.93	7,980,399.97	
Total			17,056,158.93	17,195,694.93	7,980,399.97	46.41%

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CLAY COUNTY SCHOOL BOARD
CARES ACT AND ARP FUNDS - 44X
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2023 thru 02/29/2024

Expense	Acct#	Original Budget	Amended Budget	Salaries	Emp. Benefits	Purch Services	Eng. Services	Matl/ Supplies	Cap Outlay	Other Misc.	Totals	% OF Budget
Basic FEPP K-12	5100	9,070,426.85	9,433,423.85	709,393.52	70,244.52	545,423.48	0.00	54,190,157	117,231.38	5,467.00	1,989,661.47	21.09%
Exceptional Education	5200	825,076.71	827,855.15	51,324.62	14,669.31	19,580.40	0.00	549,886.31	81,596.31	0.00	717,056.95	86.62%
Career Technical Education	5300	66,139.32	66,139.32	0.00	0.00	0.00	0.00	983.20	68,198.04	0.00	69,191.24	104.61%
Adult General	5400	167.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Voluntary Pre K	5500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Other Instruction	5900	4,468.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Student Support Services	6100	330,628.60	227,048.26	269,812.30	75,775.53	1,982.87	175.00	9,801.95	0.00	0.00	357,557.65	157.48%
Instructional Media Services	6200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Inst. & Curric. Dev Services	6300	151,820.04	158,120.04	9,700.24	3,571.33	145.48	0.00	651.31	0.00	8,200.00	22,268.16	14.98%
Inst. Staff Training Services	6400	1,118,198.95	1,211,660.75	983,011.40	75,917.18	54,153.41	0.00	23,773.06	0.00	0.00	1,136,855.05	93.83%
Instruction Related Technology	6500	0.00	4,353.82	0.00	0.00	0.00	0.00	0.00	4,353.82	0.00	4,353.82	100.00%
Board	7100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
General Administration	7200	531,959.69	504,530.64	0.00	0.00	0.00	0.00	0.00	0.00	76,512.80	76,512.80	15.17%
School Administration	7300	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Facilities Acquisition and Construction	7400	4,461,827.36	4,453,004.54	0.00	0.00	0.00	0.00	0.00	3,499,415.66	0.00	3,499,415.66	78.59%
Fiscal Services	7500	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Food Services	7600	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Central Services	7700	6,699.55	6,699.55	1,386.00	123.86	0.00	0.00	0.00	0.00	0.00	1,509.86	22.54%
Pupil Transportation Services	7800	486,697.35	300,810.29	85,382.63	18,585.86	0.00	0.00	0.00	0.00	0.00	103,968.59	34.56%
Operation Of Plant	7900	2,048.72	2,048.72	0.00	0.00	0.00	0.00	2,048.72	0.00	0.00	2,048.72	100.00%
Maintenance Of Plant	8100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Administrative Technology Svcs	8200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Community Services	9100	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00%
Total Expense		17,056,158.93	17,195,694.93	2,110,010.71	258,687.49	621,295.64	175.00	1,129,056.12	3,770,795.21	90,179.80	7,980,399.97	46.41%

CLAY COUNTY SCHOOL BOARD
PROPERTY AND CASUALTY SELF INSURANCE FUND 711
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2023 Thru 02/29/2024

REVENUE AND TRANSFERS

Local Sources

	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Investment	3430	360,000.00	360,000.00	152,415.51	42.34%
Charges For Services	3481	4,194,899.60	4,194,899.60	1,958,368.49	46.68%
Total Local Sources		4,554,899.60	4,554,899.60	2,110,784.00	
Total REVENUE AND TRANSFERS		4,554,899.60	4,554,899.60	2,110,784.00	46.34%
Fund Balance July 1, 2023		2,478,886.22	2,478,886.22	2,478,886.22	
GRAND TOTAL		7,033,785.82	7,033,785.82	4,589,670.22	65.25%

EXPENDITURES

Gen Sup Srvc

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Workmans Comp	240	1,284,645.36	1,284,645.36	900,922.80	70.13%
Pro & Tech Services	310	175,664.67	175,664.67	51,003.00	29.03%
Ins & Bond Prem	320	2,114,855.93	2,514,855.93	2,303,169.71	91.58%
Insurance Claims	321	561,608.15	561,608.15	0.00	0.00%
Total Gen Sup Srvc		4,136,774.11	4,536,774.11	3,255,095.51	

Xfer Of Funds

	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Xfer To Gen Fnd	910	(2,000,000.00)	1,000,000.00	0.00	0.00%
Total Xfer Of Funds		-2,000,000.00	1,000,000.00	0.00	
Total EXPENDITURES		2,136,774.11	5,536,774.11	3,255,095.51	

FUND BALANCE

Fund Balance

	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2024	2750	4,897,011.71	1,497,011.71	1,334,574.71	
GRAND TOTAL		7,033,785.82	7,033,785.82	4,589,670.22	65.25%

CLAY COUNTY SCHOOL BOARD
HEALTH SELF INSURANCE FUND 712
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2023 Thru 2/29/2024

REVENUE AND TRANSFERS

Local Sources					
	Acct #	Original Budget	Amended Budget	Cash Received	% OF COLL
Interest Incl Profit On Investment	3430	78,000.00	78,000.00	31,871.88	40.86%
Charges For Services	3481	34,332,000.00	34,332,000.00	18,094,065.10	52.70%
Miscellaneous Local Sources	3490	150,000.00	150,000.00	106,097.95	70.73%
Total Local Sources		34,560,000.00	34,560,000.00	18,232,034.93	
Total REVENUE AND TRANSFERS		34,560,000.00	34,560,000.00	18,232,034.93	52.75%
Fund Balance July 1, 2023		6,942,225.67	6,942,225.67	6,942,225.67	
GRAND TOTAL		41,502,225.67	41,502,225.67	25,174,260.60	60.66%

EXPENDITURES

Gen Sup Svc					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Pro & Tech Services (ASO Fee)	310	3,000,000.00	3,000,000.00	1,458,601.36	48.62%
Excess Insurance Premiums	320	1,550,000.00	1,760,000.00	1,154,645.19	65.60%
Insurance Claims (Medical)	322	18,017,210.00	18,017,210.00	13,370,472.02	74.21%
Insurance Claims (Prescriptions)	323	9,000,000.00	13,000,000.00	8,954,641.37	68.88%
Board Stamps	371	3,000.00	3,000.00	2,441.57	81.39%
Total Gen Sup Svc		31,570,210.00	35,780,210.00	24,940,801.51	

WELLNESS DEPARTMENT					
	Acct #	Original Budget	Amended Budget	Expenditures	% OF EXP
Administrator	110	71,950.00	71,950.00	48,044.38	66.77%
Retirement	210	8,650.00	8,650.00	6,519.66	75.37%
Social Security	220	5,050.00	5,050.00	3,548.14	70.26%
Group Insurance	230	8,650.00	8,650.00	4,841.16	55.97%
Workmans Comp	240	1,300.00	1,300.00	686.90	52.84%
Pro & Tech Serv	310	152,000.00	152,000.00	76,629.00	50.41%
Travel	330	5,000.00	5,000.00	0.00	0.00%
Repairs And Maintenance	350	50.00	83.50	83.50	100.00%
Cell Phone Fee	378	1,000.00	1,000.00	202.04	20.20%
Othr Purch Svc	390	578,000.00	561,485.12	15,104.86	2.69%
Printing	391	0.00	16.26	16.26	100.00%
Gasoline	450	1,200.00	1,200.00	243.96	20.33%
Supplies	510	5,200.00	6,350.00	6,153.16	96.90%
Oil and Grease	540	0.00	100.00	21.00	21.00%
Repair Parts	550	20.00	25.44	25.44	100.00%
Equip \$1000 Over	641	2,000.00	9,655.00	7,654.68	79.28%
Equip L/T \$1000	642	1,980.00	1,980.00	593.92	30.00%
Computer Hardware L/T \$1000	644	500.00	500.00	0.00	0.00%
Tech Related FFE L/T \$1000	649	500.00	500.00	0.00	0.00%
Vehicles	652	0.00	43,000.00	0.00	0.00%
Dues And Fees	730	800.00	800.00	883.30	110.41%
Sub-Total		843,850.00	879,295.32	171,251.36	
Total EXPENDITURES		32,414,060.00	36,659,505.32	25,112,052.87	68.50%

FUND BALANCE

Fund Balance					
	Acct #	Original Budget	Amended Budget		
Fund Balance June 30, 2024	2750	9,088,165.67	4,842,720.35	62,207.73	
GRAND TOTAL		41,502,225.67	41,502,225.67	25,174,260.60	60.66%

\$50,000 - \$100,000 Contracts "Signed" by Superintendent for BAD monthly BOARD Financial Report

All applicable Contracts prior to Contract #240119 have been added to the list.

CONTRACT #	SUBMITTED BY	DEPT	COST	PO #	VENDOR
<u>240109</u>	S Legutko	9050	\$58,500.00	Pending PO	Greenberg Traurig, P. A. - Bond Counsel
<u>240084</u>	J Mescall S Legutko L Addison	9050 9023	\$53,729.51 \$54,244.69	P2405873	PowerSchool "New" ERP Application Managed Services (9050) PowerSchool "New" Predictive Enrollment Analytics (9023)
<u>240079</u>	D Broskie	9000	\$60,000+ (\$5,000 per month + travel/etc. over \$500 a month needs prior approval)	P2405622	The Southern Group (Lobbying)
<u>240004</u>	R Widdowson	9106	\$74,508.36	P2403207	Houghton Mifflin Math 180
<u>240044</u>	M Sanders	9005	\$78,000.00	P2404855	McCoy Institute - Audiological Services
<u>240058</u>	R Widdowson	9106	\$67,500.00	P2404402	Imagine Language & Literacy License
<u>230179</u>	H McDonald	9004	\$52,800.00	P2400863	Clay Behavioral (RVE, MBE, KHE, MRE, WES, CHE, CEB)
<u>230154</u>	H Teto	9006	\$59,360.00	P2310132	QuaverEd, inc.
<u>230121</u>	T Pickett	9007	Based on Student Enrollment Estimate under \$50,000	Pending Student Enrollment (P2404508)	University of Florida (Dual Enrollment)

April 4, 2024 - Regular School Board Meeting

Title

C21 - Budget Amendment Report for February 29, 2024

Description

Florida State Board of Education Administrative Rule 6A-1.006 requires that the School Board approve amendments to the district school budget whenever the function and object amounts in the accounts prescribed by the State Board form are changed from the original budget approved by the School Board. The Budget Amendments are procedurally necessary to update our budget to reflect changes as outlined in the attached statements.

Gap Analysis

The monthly budget amendment show compliance to the district's amended budget as of the month end reported and meet State and School Board financial reporting requirements.

Previous Outcomes

Reported as per Florida State Board of Education Administrative Rule 6A-1.006.

Expected Outcomes

The monthly budget amendment is provided to meet the stewardship responsibilities of the district for reporting and accountability of the district's budget.

Strategic Plan Goal

Goal: 2: Strategy 2.4; Ensure effective and efficient use of resources for fiscal stability.

Recommendation

Approval of the Budget Amendments for January 2024 as presented.

Contact

Dr. Susan M. Legutko, Assistant Superintendent for Business Affairs

Financial Impact

See attached statements for a complete analysis of the financial impact.

Review Comments

Attachments

[Budget Report_February 29 2024.pdf](#)



CLAY COUNTY DISTRICT SCHOOLS

900 WALNUT STREET, GREEN COVE SPRINGS, FL 32043

P (904) 336-6500 F (904) 336-6536 W oneclay.net

SUPERINTENDENT OF SCHOOLS

David S. Broskie

BOARD MEMBERS:

Erin Skipper, District 1

Mary Bolla, District 2

Beth Clark, District 3

Michele Hanson, District 4

Ashley Gilhousen, District 5

CLAY COUNTY SCHOOLS RESOLUTION TO AMEND DISTRICT BUDGET FISCAL YEAR 2023-2024 FOR MONTH ENDING February 29, 2024

Florida State Board of Education Administrative Rule 6A-1.006 requires that the School Board approve amendments to the district school budget whenever the function and object amounts in the accounts prescribed by the State Board form are changed from the original budget approved by the School Board. The Budget Amendments are procedurally necessary to update our budget to reflect changes outlined in the attached statements.

FUND	DESCRIPTION
GENERAL FUND (100)	THE GENERAL FUND IS THE LARGEST FUND WITHIN THE ACCOUNTING STRUCTURE OF THE SCHOOL DISTRICT. THIS FUND IS USED TO REPORT THE DISTRICT'S DAILY, MONTHLY AND ANNUAL FINANCIAL OPERATIONS OF THE SCHOOLS AND DISTRICT OFFICE.
GENERAL FUND VOTED MILLAGE (105)	THE VOTED MILLAGE FUND ARE FUNDS APPROVED BY THE CLAY COUNTY VOTERS TO SUPPORT SAFETY AND SECURITY AND OTHER OPERATIONAL EXPENDITURES.
DEBT SERVICE (2XX)	DEBT SERVICE FUNDS ARE USED TO ACCOUNT FOR AND REPORT FINANCIAL RESOURCES THAT ARE RESTRICTED, COMMITTED, OR ASSIGNED TO EXPENDITURES FOR THE DISTRICT'S PRINCIPAL AND INTEREST PAYMENTS FOR ITS OUTSTANDING DEBT.
CAPITAL PROJECTS FUND(3XX)	CAPITAL PROJECT FUNDS ARE USED TO ACCOUNT FOR AND REPORT FINANCIAL RESOURCES THAT ARE RESTRICTED, COMMITTED, OR ASSIGNED TO EXPENDITURES FOR MAJOR CAPITAL OUTLAYS, INCLUDING THE ACQUISITION OR CONSTRUCTION OF CAPITAL FACILITIES AND THEIR CAPITAL ASSETS.
SPECIAL REVENUE FOOD SERVICE (410)	SPECIAL REVENUE FUNDS, FOOD SERVICES ARE USED TO ACCOUNT FOR AND REPORT THE PROCEEDS OF SPECIFIC REVENUE SOURCES THAT ARE RESTRICTED OR COMMITTED TO EXPENDITURES FOR THE FOOD SERVICES OPERATIONS.
SPECIAL REVENUE OTHER (420,44X)	SPECIAL REVENUE FUNDS, OTHER ARE USED TO ACCOUNT FOR AND REPORT THE PROCEEDS OF SPECIFIC FEDERAL REVENUE SUCH AS TITLE I, TITLE II, TITLE III, CARES ACT FUNDING THAT ARE RESTRICTED OR COMMITTED TO EXPENDITURES FOR THE SPECIFIC PROGRAM.



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2023-2024

GENERAL FUND

FUND 100

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 GENERAL FUND REVENUE
 FUND 100

Month Ending February 29, 2024

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
3120	Federal Impact Funds	\$500,000	\$500,000	\$0	\$500,000
3190	Other Federal Direct	\$375,000	\$375,000	\$0	\$375,000
3202	Medicaid	\$2,000,000	\$2,000,000	\$0	\$2,000,000
3280	Federal Through Local Revenue	\$350,000	\$332,832	\$0	\$332,832
3310	Florida Educ Finance Program	\$230,527,297	\$230,527,297	\$1,939,933	\$232,467,230
3315	Workforce Development	\$904,441	\$904,441	\$0	\$904,441
3317	Workforce Performance Incentiv	\$0	\$0	\$0	\$0
3320	State Auto License CO and DS	\$22,000	\$22,000	\$0	\$22,000
3340	Other State Revenues	\$40,000	\$40,000	\$0	\$40,000
3350	Other Categorical	\$37,159,379	\$37,159,379	\$0	\$37,159,379
3370	VPK	\$600,000	\$600,000	\$0	\$600,000
3380	State Revenues Thru Local	\$139,348	\$143,268	\$130,912	\$274,180
3390	Miscellaneous State Revenues	\$859,692	\$2,682,799	\$382,906	\$3,065,705
3410	Taxes	\$71,899,575	\$71,899,575	\$0	\$71,899,575
3421	Tax Redemptions	\$1,000,000	\$1,000,000	\$0	\$1,000,000
3425	Rent	\$600,000	\$600,000	\$0	\$600,000
3430	Interest Incl Profit On Inves	\$1,000,000	\$1,000,000	\$0	\$1,000,000
3440	Gifts Grants & Bequests	\$241,602	\$288,464	\$13,926	\$302,391
3460	Student Fees	\$68,620	\$88,665	\$1,438	\$90,102
3470	Other Fees	\$541,172	\$541,172	\$0	\$541,172
3490	Misc Local Resources	\$3,456,094	\$3,689,156	\$35,583	\$3,724,739
3630	Transfer From Capital Projects	\$5,070,000	\$5,070,000	\$0	\$5,070,000
3670	Transfer From Internal Srvc FD	\$1,000,000	\$1,000,000	\$0	\$1,000,000
3733	Sale of Capital Asset	\$100,000	\$100,000	\$0	\$100,000
3740	Insurance Loss Recoveries	\$22,574	\$22,574	\$0	\$22,574
Revenue - Totals		\$358,476,794	\$360,586,622	\$2,504,698	\$363,091,320

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR -2023-2024
GENERAL FUND EXPENSES
FUND 100
Month Ending February 29, 2024

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
5000	Instruction				
100	Salaries	\$146,317,018	\$145,309,263	\$25,292	\$145,334,555
200	Employee Benefits	\$45,761,748	\$45,924,881	\$19,415	\$45,944,296
300	Purchased Services	\$28,637,959	\$29,050,196	(\$704,606)	\$28,345,588
400	Energy Services	\$11,016	\$13,679		\$13,679
500	Material and Supplies	\$12,992,674	\$12,525,224	(\$550,111)	\$11,975,110
600	Capital Outlay	\$1,227,812	\$1,816,819	\$728,806	\$2,545,620
700	Other	\$1,318,135	\$1,669,567	\$289,942	\$1,959,509
Total Expenses Function 5000		\$236,266,362	\$236,309,628	(\$191,262)	\$236,118,356
Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
6100	Pupil Personnel Services				
100	Salaries	\$12,899,232	\$12,951,587	(\$16,009)	\$12,935,577
200	Employee Benefits	\$4,491,047	\$4,501,170	(\$5,500)	\$4,495,670
300	Purchased Services	\$1,077,941	\$1,073,287	(\$4,799)	\$1,068,488
400	Energy Services	\$4,000	\$4,000	\$0	\$4,000
500	Material and Supplies	\$199,147	\$210,251	\$1,548	\$211,799
600	Capital Outlay	\$374,689	\$379,439	\$8,793	\$388,233
700	Other	\$49,900	\$50,245	\$68	\$50,313
6110	Social Work				
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
6120	Guidance Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
6130	Health Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$188,160	\$0	\$188,160
500	Material and Supplies	\$0	\$0	\$0	\$0
6140	Psychological Services				
300	Purchased Services	\$2,000	\$2,000	\$0	\$2,000
6150	Parent Involvement				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$420	\$0	\$420
500	Material and Supplies	\$478	\$478	\$0	\$478
600	Capital Outlay	\$0	\$0	\$0	\$0
700	Other	\$0	\$0	\$0	\$0
6190	Guidance Administration				
100	Salaries	\$60,392	\$60,392	\$0	\$60,392
200	Employee Benefits	\$19,449	\$19,449	\$0	\$19,449
6200	Instructional Media				
100	Salaries	\$3,205,431	\$3,205,431	\$0	\$3,205,431
200	Employee Benefits	\$1,270,287	\$1,270,287	\$0	\$1,270,287

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR -2023-2024
 GENERAL FUND EXPENSES
 FUND 100

Month Ending February 29, 2024

300	Purchased Services	\$244,428	\$237,993	(\$5,018)	\$232,974
500	Material and Supplies	\$103,199	\$98,286	(\$2,790)	\$95,496
600	Capital Outlay	\$207,379	\$220,327	\$7,601	\$227,929
700	Other	\$2,375	\$2,675	(\$225)	\$2,450
6300	Inst & Curric Dev Services				
100	Salaries	\$3,307,824	\$3,307,994	\$0	\$3,307,994
200	Employee Benefits	\$1,115,086	\$1,121,802	\$0	\$1,121,802
300	Purchased Services	\$247,815	\$241,063	\$1,092	\$242,155
400	Energy Services	\$700	\$700	\$0	\$700
500	Material and Supplies	\$123,475	\$121,403	\$945	\$122,348
600	Capital Outlay	\$75,137	\$74,372	\$55	\$74,427
700	Other	\$22,700	\$22,337	(\$334)	\$22,003
6400	Inst Staff Training Services				
100	Salaries	\$2,800,883	\$2,810,073	\$2,540	\$2,812,613
200	Employee Benefits	\$839,470	\$845,822	\$49	\$845,871
300	Purchased Services	\$558,321	\$835,470	\$13,014	\$848,483
500	Material and Supplies	\$294,730	\$412,896	(\$2,064)	\$410,833
600	Capital Outlay	\$19,532	\$19,882	\$0	\$19,882
700	Other	\$187,300	\$194,392	\$3,300	\$197,692
6500	Instruction Related Technology				
100	Salaries	\$2,314,026	\$2,314,026	\$0	\$2,314,026
200	Employee Benefits	\$896,602	\$896,602	\$0	\$896,602
300	Purchased Services	\$2,814,643	\$2,814,677	\$77,552	\$2,892,229
500	Material and Supplies	\$114,586	\$119,586	\$0	\$119,586
600	Capital Outlay	\$238,918	\$238,918	(\$5,000)	\$233,918
7100	Board				
100	Salaries	\$402,241	\$402,241	\$0	\$402,241
200	Employee Benefits	\$157,599	\$157,599	\$0	\$157,599
300	Purchased Services	\$750,988	\$749,929	\$0	\$749,929
500	Material and Supplies	\$4,825	\$4,825	\$0	\$4,825
600	Capital Outlay	\$1,500	\$1,500	\$0	\$1,500
700	Other	\$31,000	\$32,059	\$0	\$32,059
7200	General Administration				
100	Salaries	\$382,757	\$382,757	\$0	\$382,757
200	Employee Benefits	\$178,205	\$178,205	\$0	\$178,205
300	Purchased Services	\$34,163	\$34,163	\$0	\$34,163
400	Energy Services	\$1,000	\$1,000	\$0	\$1,000
500	Material and Supplies	\$5,200	\$5,200	\$1,500	\$6,700
600	Capital Outlay	\$3,217	\$2,371	\$0	\$2,371
700	Other	\$20,033	\$20,879	\$0	\$20,879
7300	School Administration				
100	Salaries	\$12,549,102	\$12,598,487	\$0	\$12,598,487
200	Employee Benefits	\$4,452,305	\$4,542,655	\$0	\$4,542,655
300	Purchased Services	\$99,586	\$143,073	\$3,837	\$146,910
400	Energy Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$137,823	\$121,048	(\$806)	\$120,241
600	Capital Outlay	\$89,047	\$112,114	\$9,464	\$121,579
700	Other	\$35,568	\$41,434	\$1,450	\$42,884

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR -2023-2024
 GENERAL FUND EXPENSES
 FUND 100
 Month Ending February 29, 2024

7400	Facilities Aquisition & Const					
	100	Salaries	\$950,066	\$950,066	\$0	\$950,066
	200	Employee Benefits	\$347,708	\$347,708	\$0	\$347,708
	300	Purchased Services	\$1,752,969	\$1,775,570	\$0	\$1,775,570
	400	Energy Services	\$4,600	\$4,600	\$0	\$4,600
	500	Material and Supplies	\$22,588	\$27,788	\$0	\$27,788
	600	Capital Outlay	\$1,651,910	\$2,841,844	\$245,240	\$3,087,084
	700	Other	\$2,300	\$2,300	\$0	\$2,300
7500	Fiscal Services					
	100	Salaries	\$1,153,708	\$1,153,708	\$0	\$1,153,708
	200	Employee Benefits	\$379,024	\$379,024	\$0	\$379,024
	300	Purchased Services	\$305,940	\$290,225	(\$53,876)	\$236,349
	500	Material and Supplies	\$15,638	\$14,393	(\$47)	\$14,346
	600	Capital Outlay	\$8,337	\$9,487	\$547	\$10,033
	700	Other	\$2,850	\$2,850	\$0	\$2,850
7600	Food Services					
	100	Salaries	\$156,932	\$156,932	\$0	\$156,932
	200	Employee Benefits	\$55,890	\$55,890	\$0	\$55,890
	600	Capital Outlay	\$0	\$0	\$0	\$0
	700	Other	\$0	\$0	\$0	\$0
7700	Central Services					
	100	Salaries	\$2,483,381	\$2,501,631	\$2,369	\$2,504,000
	200	Employee Benefits	\$927,927	\$928,933	\$27	\$928,960
	300	Purchased Services	\$610,920	\$634,185	\$5,200	\$639,385
	400	Energy Services	\$7,362	\$7,762	\$0	\$7,762
	500	Material and Supplies	\$83,871	\$85,371	(\$200)	\$85,171
	600	Capital Outlay	\$506,883	\$504,415	\$0	\$504,415
	700	Other	\$82,168	\$82,608	\$0	\$82,608
7800	Pupil Transportation Services					
	100	Salaries	\$7,931,683	\$7,931,683	\$0	\$7,931,683
	200	Employee Benefits	\$2,902,434	\$2,902,434	\$0	\$2,902,434
	300	Purchased Services	\$614,681	\$751,019	\$3,270	\$754,289
	400	Energy Services	\$1,998,913	\$1,969,913	\$0	\$1,969,913
	500	Material and Supplies	\$1,182,525	\$1,163,984	(\$2,124)	\$1,161,860
	600	Capital Outlay	\$880,632	\$1,077,366	\$3,582	\$1,080,947
	700	Other	\$11,760	\$11,760	\$60	\$11,820
7900	Operation Of Plant					
	100	Salaries	\$6,686,269	\$6,740,127	\$130	\$6,740,257
	200	Employee Benefits	\$2,907,565	\$2,960,716	\$80	\$2,960,795
	300	Purchased Services	\$8,428,403	\$8,541,587	(\$8,545)	\$8,533,042
	400	Energy Services	\$8,139,382	\$8,141,380	(\$375)	\$8,141,005
	500	Material and Supplies	\$828,040	\$940,260	\$65,333	\$1,005,592
	600	Capital Outlay	\$235,433	\$304,848	\$725	\$305,572
	700	Other	\$1,000	\$1,027	\$71	\$1,098
8100	Maintenance Of Plant					
	100	Salaries	\$3,774,397	\$3,774,397	\$0	\$3,774,397
	200	Employee Benefits	\$1,462,086	\$1,462,086	\$0	\$1,462,086
	300	Purchased Services	\$1,638,872	\$1,605,430	\$0	\$1,605,430

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR -2023-2024
 GENERAL FUND EXPENSES
 FUND 100

Month Ending February 29, 2024

400	Energy Services	\$163,566	\$163,566	\$0	\$163,566
500	Material and Supplies	\$1,132,149	\$1,112,149	\$0	\$1,112,149
600	Capital Outlay	\$387,930	\$447,930	\$0	\$447,930
700	Other	\$15,000	\$15,000	\$0	\$15,000
8200	Administrative Technology Svcs				
100	Salaries	\$1,185,307	\$1,185,307	\$0	\$1,185,307
200	Employee Benefits	\$438,333	\$438,333	\$0	\$438,333
300	Purchased Services	\$9,700	\$9,700	\$0	\$9,700
400	Energy Services	\$8,500	\$8,500	\$1,000	\$9,500
500	Material and Supplies	\$18,275	\$18,275	\$0	\$18,275
600	Capital Outlay	\$85,720	\$85,720	(\$60,000)	\$25,720
700	Other	\$1,000	\$1,000	\$0	\$1,000
9100	Community Services				
100	Salaries	\$360,025	\$359,425	\$0	\$359,425
200	Employee Benefits	\$142,349	\$142,349	\$0	\$142,349
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$74,776	\$76,476	(\$195)	\$76,281
600	Capital Outlay	\$800	\$800	\$0	\$800
700	Other	\$18,185	\$17,185	\$195	\$17,380
9200	Debt Service				
700	Other	\$0	\$0	\$0	\$0
Total Expenses Function 6000 to 9900		\$124,697,939	\$127,518,444	\$292,730	\$127,811,175

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CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2023-2024
GENERAL FUND – ONE MILL
FUND 105

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 ONE MILL
 FUND 105

Month Ending February 29, 2024

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
3400	Revenue from Local Sources				
000	Revenue	\$18,409,215	\$18,409,215	\$0	\$18,409,215
	Revenue		\$0		
Total Revenue		\$18,409,215	\$18,409,215	\$0	\$18,409,215
5100	Basic FEFP K-12				
200	Employee Benefits	\$2,000,000	\$2,000,000	\$0	\$2,000,000
300	Purchased Services	\$1,198,434	\$1,198,434	(\$1,198,434)	\$0
7400	Facilities Aquisition & Const				
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$134,070	\$134,070	\$0	\$134,070
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$12,070,956	\$12,070,954	\$0	\$12,070,954
7700	Central Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$8,800	\$8,800	\$0	\$8,800
7800	Pupil Transportation Services				
600	Capital Outlay	\$109,737	\$109,737	\$0	\$109,737
7900	Operation Of Plant				
100	Salaries	\$2,733,860	\$2,733,849	\$0	\$2,733,849
200	Employee Benefits	\$1,311,960	\$1,311,961	\$0	\$1,311,961
300	Purchased Services	\$859,887	\$859,887	\$2,567,148	\$3,427,035
400	Energy Services	\$53,000	\$53,000	\$0	\$53,000
500	Material and Supplies	\$136,561	\$136,561	\$2,500	\$139,061
600	Capital Outlay	\$198,705	\$198,705	(\$2,500)	\$196,205
700	Other	\$1,500	\$1,500	\$0	\$1,500
8100	Maintenance Of Plant				
100	Salaries	\$145,763	\$145,763	\$0	\$145,763
200	Employee Benefits	\$56,838	\$56,838	\$0	\$56,838
Total Expenses		\$21,020,071	\$21,020,058	\$1,368,714	\$22,388,771



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2023-2024

DEBT SERVICE

FUND 2XX

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 DEBT SERVICE
 FUND 2XX
 Month Ending February 29, 2024

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
222	3340	Other State Revenues	000	Revenue	\$219,669	\$219,669	\$0	\$219,669
	3430	Interest Incl Profit On Inves	000	Revenue	\$1,000	\$1,000	\$0	\$1,000
290	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$2,000	\$0	\$2,000
	3630	Transfer From Capital Projects	000	Revenue	\$368,177	\$368,177	\$0	\$368,177
292	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$20,000	\$0	\$20,000
	3630	Transfer From Capital Projects	000	Revenue	\$3,936,863	\$3,936,863	\$0	\$3,936,863
293	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$4,000	\$0	\$4,000
	3630	Transfer From Capital Projects	000	Revenue	\$885,544	\$885,544	\$0	\$885,544
299	3630	Transfer From Capital Projects	000	Revenue	\$1,615,559	\$1,615,559	\$0	\$1,615,559
Total Revenue					\$7,026,812	\$7,052,812	\$0	\$7,052,812
210	9200	Debt Service	710	Redemption of Principal	\$0	\$0	\$0	\$0
			720	Interest	\$0	\$0	\$0	\$0
			730	Dues and Fees	\$0	\$0	\$0	\$0
222	9200	Debt Service	710	Redemption of Principal	\$145,000	\$145,000	\$0	\$145,000
			720	Interest	\$74,669	\$74,669	\$0	\$74,669
			730	Dues and Fees	\$1,000	\$1,000	\$0	\$1,000
290	9200	Debt Service	710	Redemption of Principal	\$351,000	\$351,000	\$0	\$351,000
			720	Interest	\$12,177	\$12,177	\$0	\$12,177
			730	Dues and Fees	\$5,000	\$5,000	\$0	\$5,000
292	9200	Debt Service	710	Redemption of Principal	\$3,500,000	\$3,500,000	\$0	\$3,500,000
			720	Interest	\$431,863	\$431,863	\$0	\$431,863
			730	Dues and Fees	\$5,000	\$5,000	\$0	\$5,000
293	9200	Debt Service	710	Redemption of Principal	\$604,000	\$604,000	\$0	\$604,000
			720	Interest	\$276,544	\$276,544	\$0	\$276,544
			730	Dues and Fees	\$5,000	\$5,000	\$0	\$5,000
298	9200	Debt Service	730	Dues and Fees	\$0	\$0	\$0	\$0
299	9200	Debt Service	710	Redemption of Principal	\$1,535,242	\$1,535,242	\$0	\$1,535,242
			720	Interest	\$80,317	\$80,317	\$0	\$80,317
			730	Dues and Fees	\$0	\$0	\$0	\$0
Total Expenses					\$7,026,812	\$7,026,812	\$0	\$7,026,812



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2023-2024

CAPITAL PROJECTS

FUND 3XX

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 CAPITAL PROJECTS
 FUND 3XX
 Month Ending February 29, 2024

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
340	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
360	3320	State Auto License CO and DS	000	Revenue	\$1,300,000	\$1,300,000	\$0	\$1,300,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
370	3410	Taxes	000	Revenue	\$27,613,822	\$27,613,822	\$0	\$27,613,822
	3421	Tax Redemptions	000	Revenue	\$1,000	\$1,000	\$0	\$1,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
	3733	Sale of Capital Asset	000	Revenue	\$0	\$0	\$0	\$0
380	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
	3490	Misc Local Resources	000	Revenue	\$8,804,457	\$8,804,457	\$0	\$8,804,457
391	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
392	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
394	3390	Miscellaneous State Revenues	000	Revenue	\$0	\$0	\$0	\$0
	3397	Charter School Capital Outlay	000	Revenue	\$796,000	\$796,000	\$0	\$796,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$375	\$375	\$0	\$375
395	3390	Miscellaneous State Revenues	000	Revenue	\$46,500	\$46,500	\$0	\$46,500
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
398	3390	Miscellaneous State Revenues	000	Revenue	\$0	\$197,300	\$0	\$197,300
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
399	3390	Miscellaneous State Revenues	000	Revenue	\$263,218	\$458,106	\$0	\$458,106
	3430	Interest Incl Profit On Inves	000	Revenue	\$0	\$0	\$0	\$0
Total Revenue					\$38,825,372	\$39,217,561	\$0	\$39,217,561
340	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
360	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$1,973,276	\$1,973,276	\$0	\$1,973,276
			640	Furniture Fixtures & Equipment	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9200	Debt Service	730	Dues and Fees	\$0	\$0	\$0	\$0
370	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$14,443,456	\$13,685,652	(\$122,049)	\$13,563,603
			690	Computer Software	\$604,000	\$604,000	\$0	\$604,000
			640	Furniture Fixtures & Equipment	\$2,971,000	\$2,971,000	\$0	\$2,971,000
			670	Improvements other than Bldg	\$2,125,026	\$2,044,241	\$87,049	\$2,131,290
			660	Land	\$6,750,000	\$6,495,095	\$0	\$6,495,095
			790	Miscellaneous	\$0	\$0	\$210,000	\$210,000
			650	Motor Vehicles	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$10,500,202	\$11,593,697	\$35,000	\$11,628,697
	7700	Central Services	640	Furniture Fixtures & Equipment	\$0	\$0	\$0	\$0
	7800	Pupil Transportation Services	650	Motor Vehicles	\$3,118,807	\$3,118,807	\$0	\$3,118,807
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	7900	Operation Of Plant	680	Remodeling and Renovations	\$0	\$0	\$0	\$0
	9200	Debt Service	720	Interest	\$2,285	\$2,285	\$0	\$2,285
			710	Redemption of Principal	\$110,035	\$110,035	\$0	\$110,035
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	\$1,978,735	\$1,978,735	\$0	\$1,978,735
			910	Transfers to General Fund	\$5,070,000	\$5,070,000	\$0	\$5,070,000
380	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$7,414,345	\$7,403,345	\$415,067	\$7,818,412
			690	Computer Software	\$975	\$572	\$0	\$572
			640	Furniture Fixtures & Equipment	\$355,317	\$366,721	\$0	\$366,721
			670	Improvements other than Bldg	\$1,034,010	\$1,034,010	(\$415,067)	\$618,943
			610	Library Books	\$135,000	\$135,000	\$0	\$135,000
			680	Remodeling and Renovations	\$6,890	\$6,890	\$0	\$6,890
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	\$4,827,409	\$4,827,409	\$0	\$4,827,409
392	7300	School Administration	640	Furniture Fixtures & Equipment	\$0	\$0	\$0	\$0
	7400	Facilities Aquisition & Const	620	Audiovisual Materials	\$0	\$0	\$0	\$0
			630	Buildings and Fixed Equip	\$0	\$0	\$0	\$0
			690	Computer Software	\$8,143	\$8,143	\$0	\$8,143
			640	Furniture Fixtures & Equipment	\$5,658	\$5,658	\$0	\$5,658
			650	Motor Vehicles	\$0	\$0	\$0	\$0
			390	Other Purchased Services	\$0	\$0	\$0	\$0
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
			360	Rentals	\$0	\$0	\$0	\$0
	7800	Pupil Transportation Services	690	Computer Software	\$0	\$0	\$0	\$0

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 CAPITAL PROJECTS
 FUND 3XX
 Month Ending February 29, 2024

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
	9200	Debt Service	720	Interest	\$0	\$0	\$0	\$0
			710	Redemption of Principal	\$0	\$0	\$0	\$0
393	7400	Facilities Aquisition & Const	680	Remodeling and Renovations	\$0	\$0	\$0	\$0
394	9700	Transfer Of Funds	910	Transfers to General Fund	\$0	\$0	\$0	\$0
395	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$533,507	\$533,507	\$0	\$533,507
398	7400	Facilities Aquisition & Const	620	Audiovisual Materials	\$0	\$28,000	\$0	\$28,000
			640	Furniture Fixtures & Equipment	\$0	\$109,300	\$0	\$109,300
			670	Improvements other than Bldg	\$0	\$0	\$0	\$0
			610	Library Books	\$0	\$60,000	\$0	\$60,000
			680	Remodeling and Renovations	\$0	\$0	\$0	\$0
399	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	\$66,795	\$66,795	\$0	\$66,795
			790	Miscellaneous	\$10,690	\$35,641	\$0	\$35,641
			680	Remodeling and Renovations	\$371,466	\$185,733	\$0	\$185,733
Total Expenses					\$64,417,027	\$64,453,544	\$210,000	\$64,663,544

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CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2023-2024

CAPITAL PROJECTS-SALES TAX

FUND 396

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 CAPITAL PROJECTS
 FUND 396

Month Ending February 29, 2024

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
396	3410	Taxes	000	Revenue	\$16,000,000	\$16,000,000	\$0	\$16,000,000
	3430	Interest Incl Profit On Inves	000	Revenue	\$1,000	\$1,000	\$0	\$1,000
Total Revenue					\$16,001,000	\$16,001,000	\$0	\$16,001,000
396	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	\$914,516	\$813,404	(\$142,761)	\$670,642
			640	Furniture Fixtures & Equipment	\$600,336	\$648,621	\$0	\$648,621
			670	Improvements other than Bldg	\$9,292,237	\$10,346,082	(\$105,000)	\$10,241,082
			790	Miscellaneous	\$0	\$0	\$877,697	\$877,697
			680	Remodeling and Renovations	\$15,272,037	\$14,271,020	\$247,761	\$14,518,781
	9200	Debt Service	710	Redemption of Principal	\$0	\$0	\$0	\$0
Total Expenses					\$26,079,126	\$26,079,126	\$877,697	\$26,956,823

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CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2023-2024

SPECIAL REVENUE – FOOD SERVICE

FUND 410

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2023-2024
SPECIAL REVENUE FOOD SERVICE
FUND 410
Month Ending February 29, 2024

Func	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
National School Lunch Act						
3260	000	Revenue	\$15,798,539	\$15,798,539	\$939,508	\$16,738,047
Categorical State Sources						
3330	000	Revenue	\$145,000	\$145,000	\$0	\$145,000
Interest Incl Profit On Inves						
3430	000	Revenue	\$100,000	\$100,000	\$0	\$100,000
Food Services						
3450	000	Revenue	\$5,653,803	\$5,653,803	\$0	\$5,653,803
Misc Local Resources						
3490	000	Revenue	\$5,000	\$5,000	\$0	\$5,000
Total Revenue			\$21,702,343	\$21,702,343	\$939,508	\$22,641,851
Basic FEFP K-12						
5100	100	Salaries	\$0	\$0	\$0	\$0
	200	Employee Benefits	\$0	\$0	\$0	\$0
Food Services						
7600	100	Salaries	\$6,973,290	\$6,973,290	\$0	\$6,973,290
	200	Employee Benefits	\$3,213,983	\$3,213,983	\$0	\$3,213,983
	300	Purchased Services	\$337,376	\$342,976	\$0	\$342,976
	400	Energy Services	\$170,305	\$170,305	\$0	\$170,305
	500	Material and Supplies	\$12,044,094	\$12,040,094	\$944,508	\$12,984,603
	600	Capital Outlay	\$764,593	\$765,593	\$0	\$765,593
	700	Other	\$280,400	\$280,400	(\$5,000)	\$275,400
Central Services						
7700	100	Salaries	\$0	\$0	\$0	\$0
	200	Employee Benefits	\$0	\$0	\$0	\$0
Operation Of Plant						
7900	100	Salaries	\$60,548	\$60,548	\$0	\$60,548
	200	Employee Benefits	\$23,180	\$23,180	\$0	\$23,180
Total Expenses			\$23,867,769	\$23,870,369	\$939,508	\$24,809,877



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2023-2024
SPECIAL REVENUE – OTHER
FUND 42X

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2023-2024
SPECIAL REVENUE OTHER
FUND 42X
Month Ending February 29, 2024

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
3201	Vocational Ed				
3201	Revenue	\$320,220	\$320,220	\$100,000	\$420,220
3220	Workforce Investment Act				
3220	Revenue	\$530,886	\$619,426	(\$203,042)	\$416,385
3226	Eisenhower Math And Science				
3226	Revenue	\$1,516,131	\$1,579,766	\$0	\$1,579,766
3230	I.D.E.A.				
3230	Revenue	\$9,352,170	\$12,459,170	\$0	\$12,459,170
3240	Title I - Elem & Secondary Edu				
3240	Revenue	\$9,400,887	\$9,887,883	\$957,919	\$10,845,802
3290	Other Federal Thru State				
3290	Revenue	\$126,304	\$209,455	\$0	\$209,455
3190	Other Federal Direct				
3190	Revenue	\$0	\$417,917	\$0	\$417,917
3290	Other Federal Thru State				
3290	Revenue	\$47,450	\$14,368	\$0	\$14,368
3430	Interest Incl Profit On Inves				
3430	Revenue	\$0	\$0	\$0	\$0
Total Revenue		\$21,294,048	\$25,508,205	\$854,877	\$26,363,083
5000	Instruction				
100	Salaries	\$6,726,257	\$7,768,771	(\$32,978)	\$7,735,793
200	Employee Benefits	\$2,211,750	\$2,536,404	(\$21,628)	\$2,514,775
300	Purchased Services	\$1,174,999	\$1,173,660	\$124,767	\$1,298,427
400	Energy Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$3,651,831	\$2,921,811	\$287,128	\$3,208,942
600	Capital Outlay	\$2,649,773	\$2,906,892	\$228,214	\$3,135,106
700	Other	\$53,332	\$69,182	(\$6,066)	\$63,116
6100	Student Personnel Services				
100	Salaries	\$1,204,606	\$1,237,627	(\$94,790)	\$1,142,837
200	Employee Benefits	\$416,017	\$421,657	(\$22,648)	\$399,009
300	Purchased Services	\$69,087	\$87,047	\$10,500	\$97,547
500	Material and Supplies	\$1,500	\$1,021	\$0	\$1,021
600	Capital Outlay	\$0	\$9,955	\$0	\$9,955
700	Other	\$4,000	\$4,450	\$0	\$4,450
6110	Social Work				
200	Employee Benefits	\$21,965	\$25,926	\$0	\$25,926
300	Purchased Services	\$2,400	\$5,000	\$0	\$5,000
6120	Guidance Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
6130	Health Services				

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 SPECIAL REVENUE OTHER
 FUND 42X

Month Ending February 29, 2024

100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
700	Other	\$0	\$5,500	\$0	\$5,500
6150	Parent Involvement				
100	Salaries	\$11,500	\$12,800	\$0	\$12,800
200	Employee Benefits	\$340	\$1,040	\$0	\$1,040
300	Purchased Services	\$116,883	\$127,386	\$34,677	\$162,064
500	Material and Supplies	\$153,294	\$117,235	\$566	\$117,800
600	Capital Outlay	\$1,500	\$1,766	\$0	\$1,766
700	Other	\$5,000	\$0	\$0	\$0
6200	Instructional Media				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$7,000	\$4,500	\$0	\$4,500
6300	Inst & Curric Dev Services				
100	Salaries	\$1,624,237	\$1,624,845	\$0	\$1,624,845
200	Employee Benefits	\$535,960	\$535,646	\$0	\$535,646
300	Purchased Services	\$32,121	\$31,291	(\$377)	\$30,914
500	Material and Supplies	\$22,158	\$22,158	\$0	\$22,158
600	Capital Outlay	\$100	\$100	\$0	\$100
700	Other	\$1,400	\$1,400	\$0	\$1,400
6400	Inst Staff Training Services				
100	Salaries	\$1,253,763	\$1,385,554	\$218,600	\$1,604,154
200	Employee Benefits	\$404,792	\$420,845	\$49,830	\$470,675
300	Purchased Services	\$696,142	\$641,073	\$34,548	\$675,621
500	Material and Supplies	\$281,698	\$271,457	\$9,972	\$281,429
600	Capital Outlay	\$121,946	\$116,946	\$0	\$116,946
700	Other	\$19,626	\$30,604	\$9,592	\$40,196
6500	Instruction Related Technology				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
7200	General Administration				
700	Other	\$830,961	\$792,967	\$21,713	\$814,680
7300	School Administration				
100	Salaries	\$221	\$11,716	\$0	\$11,716
200	Employee Benefits	\$49	\$58	\$0	\$58
7400	Facilities Aquisition & Const				
600	Capital Outlay	\$0	\$0	\$0	\$0
7600	Food Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0

SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2023-2024
SPECIAL REVENUE OTHER
FUND 42X
Month Ending February 29, 2024

7700	Central Services				
100	Salaries	\$7,000	\$7,000	\$0	\$7,000
200	Employee Benefits	\$1,571	\$1,571	\$0	\$1,571
300	Purchased Services	\$13,500	\$15,500	\$0	\$15,500
7800	Pupil Transportation Services				
100	Salaries	\$28,900	\$37,971	(\$373)	\$37,598
200	Employee Benefits	\$1,481	\$1,134	\$0	\$1,134
300	Purchased Services	\$40,386	\$42,985	\$2,133	\$45,118
400	Energy Services	\$0	\$73,853	\$0	\$73,853
7900	Operation Of Plant				
100	Salaries	\$0	\$1,460	\$0	\$1,460
200	Employee Benefits	\$0	\$343	\$0	\$343
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$100	\$0	\$100
600	Capital Outlay	\$0	\$0	\$0	\$0
700	Other	\$0	\$0	\$0	\$0
8100	Maintenance Of Plant				
500	Material and Supplies	\$0	\$0	\$0	\$0
8200	Administrative Technology Svcs				
300	Purchased Services	\$0	\$0	\$0	\$0
9100	Community Services				
500	Material and Supplies	\$0	\$0	\$0	\$0
Total Expenses		\$24,401,046	\$25,508,207	\$853,380	\$26,361,589



CLAY COUNTY DISTRICT SCHOOL

RESOLUTION TO AMEND DISTRICT BUDGET

FISCAL YEAR 2023-2024

SPECIAL REVENUE

FEDERAL CARES ACT FUNDING

FUND 44X

DISCOVERING ENDLESS POSSIBILITIES

Clay County District Schools is an Equal Opportunity Employer.

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 SPECIAL REVENUE OTHER
 FUND 44X

Month Ending February 29, 2024

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
3271 CARES Act ESSER					
3271	Revenue	\$17,067,595	\$17,200,159	(\$4,469)	\$17,195,690
Total Revenue		\$17,067,595	\$17,200,159	(\$4,469)	\$17,195,690
5000 Instruction					
100	Salaries	\$5,128,241	\$6,312,509	\$5,502	\$6,318,012
200	Employee Benefits	\$488,172	\$183,744	(\$115)	\$183,629
300	Purchased Services	\$1,173,141	\$1,152,678	\$0	\$1,152,678
500	Material and Supplies	\$2,650,709	\$2,142,825	(\$9,756)	\$2,133,070
600	Capital Outlay	\$527,287	\$527,353	\$3,756	\$531,109
700	Other	\$10,177	\$8,922	\$0	\$8,922
6100 Student Personnel Services					
100	Salaries	\$214,248	\$125,756	\$0	\$125,756
200	Employee Benefits	\$41,404	\$24,109	\$0	\$24,109
300	Purchased Services	\$81	\$1,581	\$0	\$1,581
600	Capital Outlay	\$0	\$0	\$0	\$0
6110 Social Work					
200	Employee Benefits	\$22,337	\$22,337	\$0	\$22,337
6130 Health Services					
300	Purchased Services	\$3,818	\$3,818	\$0	\$3,818
500	Material and Supplies	\$3,963	\$3,963	\$0	\$3,963
600	Capital Outlay	\$0	\$0	\$0	\$0
6150 Parent Involvement					
100	Salaries	\$0	\$75	\$500	\$575
200	Employee Benefits	\$0	\$17	\$113	\$130
300	Purchased Services	\$15,000	\$15,000	\$0	\$15,000
400	Energy Services	\$300	\$300	\$0	\$300
500	Material and Supplies	\$29,477	\$29,477	\$0	\$29,477
6190 Guidance Administration					
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
6200 Instructional Media					
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
6300 Inst & Curric Dev Services					
100	Salaries	\$67,315	\$67,315	\$0	\$67,315
200	Employee Benefits	\$24,528	\$25,128	\$0	\$25,128
300	Purchased Services	\$39,220	\$39,920	\$0	\$39,920
500	Material and Supplies	\$658	\$658	\$0	\$658
600	Capital Outlay	\$15,100	\$15,100	\$0	\$15,100
700	Other	\$5,000	\$10,000	\$0	\$10,000
6400 Inst Staff Training Services					
100	Salaries	\$886,316	\$965,131	\$0	\$965,131
200	Employee Benefits	\$19,376	\$79,295	\$0	\$79,295

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 SPECIAL REVENUE OTHER
 FUND 44X

Month Ending February 29, 2024

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
300	Purchased Services	\$184,063	\$140,857	\$0	\$140,857
500	Material and Supplies	\$26,169	\$26,378	\$0	\$26,378
600	Capital Outlay	\$0	\$0	\$0	\$0
700	Other	\$2,275	\$0	\$0	\$0
6500	Instruction Related Technology				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$4,354	\$0	\$4,354
7100	Board				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
7200	General Administration				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
700	Other	\$531,959	\$504,530	\$0	\$504,530
7300	School Administration				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
7400	Facilities Aquisition & Const				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
600	Capital Outlay	\$4,461,828	\$4,457,474	(\$4,469)	\$4,453,005
7500	Fiscal Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
7600	Food Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
7700	Central Services				
100	Salaries	\$5,500	\$5,500	\$0	\$5,500
200	Employee Benefits	\$1,200	\$1,200	\$0	\$1,200
500	Material and Supplies	\$0	\$0	\$0	\$0
600	Capital Outlay	\$0	\$0	\$0	\$0
7800	Pupil Transportation Services				
100	Salaries	\$305,304	\$184,992	\$0	\$184,992
200	Employee Benefits	\$60,814	\$36,914	\$0	\$36,914
300	Purchased Services	\$29	\$29	\$0	\$29
400	Energy Services	\$120,552	\$78,872	\$0	\$78,872
700	Other	\$0	\$0	\$0	\$0
7900	Operation Of Plant				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0

SCHOOL BOARD OF CLAY COUNTY
 RESOLUTION TO AMEND DISTRICT BUDGET
 FISCAL YEAR 2023-2024
 SPECIAL REVENUE OTHER
 FUND 44X
 Month Ending February 29, 2024

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
500	Material and Supplies	\$2,050	\$2,050	\$0	\$2,050
600	Capital Outlay	\$0	\$0	\$0	\$0
8100	Maintenance Of Plant				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
300	Purchased Services	\$0	\$0	\$0	\$0
500	Material and Supplies	\$0	\$0	\$0	\$0
8200	Administrative Technology Svcs				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
9100	Community Services				
100	Salaries	\$0	\$0	\$0	\$0
200	Employee Benefits	\$0	\$0	\$0	\$0
Total Expenses		\$17,067,611	\$17,200,161	(\$4,469)	\$17,195,694

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School Board of Clay County

April 4, 2024 - Regular School Board Meeting

Title

C22 - NSF Checks

Description

SBE Rule 6A-1.087 requires a written report to the school board covering internal funds which include any notations of any failure to comply with requirements of Florida Statutes, State Board of Education Regulations, and policies of the school board and commentary as to financial management and irregularities. This report is being presented and filed as a part of the public record. After reports were prepared for each of the 42 schools, each respective principals' supervisor was provided with the report which identified departures from Florida Statutes, SBE Rules, rules of the School Board, and school internal account policies and procedures, as applicable. Each principal/supervisor has responded and the reply is made a part of each report.

SCHOOL	MAKER	CK #	CK DATE	AMOUNT	PURPOSE
Clay High School	Cory Smith	52	02/22/23	\$24.00	Chorus Fee
Clay High School	Cory Smith	53	02/23/23	\$300.00	Chorus Field Trip

Gap Analysis

SBE Rule 6A-1.087, Florida Administrative Code, requires the submission of a written and signed report to the School Board for the audit of school internal accounts.

Previous Outcomes

It has been the practice of the district to provide individual reports for each school's internal accounts and response letters annually.

Expected Outcomes

The submission of the reports will provide greater transparency regarding the accuracy of financial reporting and compliance with applicable statutes, rules, guidelines, policies, and procedures.

Strategic Plan Goal

Goal 5: Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Receive and file the individual school reports and responses for the year ending June 30, 2024.

Contact

Dr. Susan M. Legutko, Assistant Superintendent of Business Affairs Mary Kay Kirk, Internal Accounts Coordinator, (904) 336 6746

Financial Impact

There is no financial impact on schools or budgets by the receipt of these reports and responses.

Review Comments

Attachments

[CHS NSF check write off Agenda.pdf](#)

NSF WRITEOFF PERMISSION

	CHECK #	DATE OF CHECK	MAKER OF CHECK	AMOUNT OF CHECK	PAYMENT FOR	ACTIVITY ACCOUNT #	DATE OF RETURN	ITEM OR SERVICE RECEIVED?	STUDENT STILL ENROLLED?	COLLECTION ATTEMPTS (MUST INCLUDE CONTACT BY PRINCIPAL)
1	52	2/22/2023	Cory Smith	\$ 24.00	Chorus fee	2200	3/6/2023	N/A	Yes	multiply letters sent, calls unanswered, full voicemail. Teacher states, financial hardship and other family trama with student
2	53	2/23/23	Cory Smith	\$300.00	Field Trip	2200	3/6/0823	Yes	Yes	multiply letters sent, calls unanswered, full voicemail. Teacher states, financial hardship and other family trama with student
3	***									**Please see attached letter
4										
5										
6										
7										

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT.

[Signature]
BOOKKEEPER

2-21-24
DATE

[Signature]
PRINCIPAL

2/21/24
DATE

CLAY HIGH SCHOOL

2025 Highway 16 West
Phone (904) 336-7175



Green Cove Springs, FL 32043
Fax (904) 336-7181

Jennifer Halter, Principal
Laurie Coburn, Assistant Principal
Jared Moses, Athletic Director

Matthew Lewis, Vice Principal
Bonnie King, Assistant Principal
Josh Persinger, Dean of Students

FINAL NOTICE OF DISHONORED CHECK

2/12/24

Cory Smith

114 Orion Rd

Green Cove Springs, Fl. 32043

RE: Final Notice of Dishonored Check

Dear Mr. Smith:

I am writing again regarding check #52 & 53, which, as you know, was returned to me by the bank due to insufficient funds.

I am disappointed that I have not heard from you since my initial letter was sent on 5/17/23, in which I asked you to replace the funds or make other payment arrangements. Unless I hear from you or receive a new payment within 14 days of the date of this letter, I will pursue appropriate legal action. I prefer to avoid such a remedy, as it is not the best solution for either of us.

I hope to hear from you before 2/28/2024.

Sincerely,

Jennifer Halter

Principal, Clay High School

mail returned
2/22/24



Non-discrimination and diversity are foundation principles of the School Board. It is School Board policy to hire and promote the best qualified candidate measured against the requirements of the job and to provide equal employment and advancement opportunity for all individuals without discrimination because of race, color, gender, religion, age, national origin, pregnancy, disability, veteran, marital status or any other protected status, and provides equal access to the Boy Scouts and other designated patriotic groups.

CLAY HIGH SCHOOL

2025 Highway 16 West
Phone (904) 336-7175

Green Cove Springs, FL 32043
Fax (904) 336-7181

Jennifer Halter, Principal
Josh Burghart, Assistant Principal
Jared Moses, Athletic Director



Matthew Lewis, Vice Principal
Bonnie King, Assistant Principal
Josh Persinger, Dean of Climate & Culture
Ashley Adams, Dean of Teaching & Learning

NOTICE OF DISHONORED CHECK

4/19/2023

Cory Smith

114 Orion Rd.

Green Cove Springs, Fl. 32043

RE: Notice of Dishonored Check

Dear Cory Smith

I am writing to inform you that check #52 & 53 dated 3/6/23, in the amount of \$24.00 & \$300.00 made payable to Clay High School has been returned to me due to insufficient funds. I realize that such mishaps can occur and am confident that you will rectify this matter immediately. Accordingly, I ask that you please mail (or deliver in person) a new payment in the original amount plus the bank's returned-check fee of \$0.00 to the following address:

2025 Highway 16W

Green Cove Spring, FL. 32043

Please make your payment in cash, certified check, cashier's check or money order only. It is imperative that you do so without delay. If funds are now available in your account and you would like me to redeposit the check, please let me know as soon as possible. You may contact me at 904-336-7190 If you have already sent replacement funds, please disregard this letter.

Thank you for your prompt attention to this matter.

Sincerely,


Jennifer Weseman

BookKeeper, Clay High School



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CLAY HIGH SCHOOL

2025 Highway 16 West
Phone (904) 336-7175

Green Cove Springs, FL 32043
Fax (904) 336-7181

Jennifer Halter, Principal
Laurie Coburn, Assistant Principal
Jared Moses, Athletic Director



Matthew Lewis, Vice Principal
Bonnie King, Assistant Principal
Josh Persinger, Dean of Students

FINAL NOTICE OF DISHONORED CHECK

5/17/2023

Cory Smith

114 Orion Rd

Green Cove Springs, Fl. 32043

RE: Final Notice of Dishonored Check

Dear Mr. Smith:

I am writing again regarding check #52 & 53, which, as you know, was returned to me by the bank due to insufficient funds.

I am disappointed that I have not heard from you since my initial letter was sent on 5/17/23, in which I asked you to replace the funds or make other payment arrangements. Unless I hear from you or receive a new payment within 14 days of the date of this letter, I will pursue appropriate legal action. I prefer to avoid such a remedy, as it is not the best solution for either of us.

I hope to hear from you before 5/30/2023

Sincerely,

A handwritten signature in black ink, appearing to read 'Jennifer Weseman'.

Jennifer Weseman

Bookkeeper, Clay High School



Non-discrimination and diversity are foundation principles of the School Board. It is School Board policy to hire and promote the best qualified candidate measured against the requirements of the job and to provide equal employment and advancement opportunity for all individuals without discrimination because of race, color, gender, religion, age, national origin, pregnancy, disability, veteran, marital status or any other protected status, and provides equal access to the Boy Scouts and other designated patriotic groups.

122105278
03/09/2023
3332331552

This is a LEGAL COPY
of your check. You can
use it the same way
you would use the
original check.

RETURN REASON - A
NOT SUFFICIENT
FUNDS

NSF

000003449324911
091000193 03/06/2023

CORY A SMITH
114 ORION RD
GREEN COVE SPRINGS FL 32043

63-7927/2630 52

02/22/23

DATE

PAY TO THE ORDER OF Clay High School
Twenty-four Dollars

\$ 24.00
00/100 DOLLARS



P.O. Box 43085 • Jacksonville, FL 32232-5185
FOR

Mike Smith ^{Pres} *[Signature]*

⑆ 2630 79276⑆ 7903 129899⑆ 00052

⑆ 2630 79276⑆ 7903 129899⑆ 00052 ⑆ 000000 2400⑆

122105278
03/09/2023
3332331551

This is a LEGAL COPY
of your check. You can
use it the same way
you would use the
original check.

RETURN REASON - A
NOT SUFFICIENT
FUNDS

NSF

000003449324911
16426644E000000

CORY A SMITH
114 ORION RD
GREEN COVE SPRINGS FL 32043

63-7927/2630 53

02/23/23

DATE

PAY TO THE ORDER OF Clay High School
Three Hundred Dollars

\$ 300.00
00/100 DOLLARS



P.O. Box 43085 • Jacksonville, FL 32232-5185
FOR

Field Trip *[Signature]*

⑆ 2630 79276⑆ 7903 129899⑆ 00053

⑆ 2630 79276⑆ 7903 129899⑆ 00053 ⑆ 000000 30000⑆

called 3/15 - No Answer - full me

called 5/15 - No Answer

263079276 03/07/2023
000000920087009 RR - A
321270742 03/08/2023
000008984237161 RR - A
122105278 03/09/2023
3332331552 RR - A

Do not endorse or write below this line.

THE NAME

BY CHECK NUMBER OR SERIAL NUMBER BELOW THIS LINE

CR
JA
006
1
006
1
006574

REDITED TO THE ACCOUNT OF
WITHIN NAMED PAYEE
OF ENDORSEMENT GUARANTEED
WELLS FARGO BANK, N.A.

>091000019< 03/06/2023
000003449824922

3449824922

263079276 03/07/2023
000000920087002 RR - A
321270742 03/08/2023
000008984237160 RR - A
122105278 03/09/2023
3332331551 RR - A

Do not endorse or write below this line.

THE NAME

BY CHECK NUMBER OR SERIAL NUMBER BELOW THIS LINE

REDITED TO THE ACCOUNT OF
WITHIN NAMED PAYEE
OF ENDORSEMENT GUARANTEED
WELLS FARGO BANK, N.A.
AE 66574 AU 0066574

>091000019< 03/06/2023
000003449824921

3449824921



April 4, 2024 - Regular School Board Meeting

Title

C23 - Approval of the 2024-2025 Payroll Calendars

Description

The adopted payroll calendar serves as the instrument for the reporting of employees for payroll purposes.

Gap Analysis

Section V (5.04) of the School Board of Clay County rules states that the School Board shall annually adopt a payroll calendar for pay periods and paydays for the employees of the Board. Approval of a calendar is necessary to be in compliance with this rule.

Previous Outcomes

All proposed 2024-2025 payroll calendars are developed based on approved work calendars which were adopted on February 1, 2024.

Expected Outcomes

Proposed calendars should be approved by the school board.

Strategic Plan Goal

Ensure effective, equitable, and efficient use of resources.

Recommendation

Approve the 2024-2025 payroll calendars.

Contact

Dr. Susan Legutko, Assistant Superintendent of Business Affairs, ext. 66721, susan.legutko@myoneclay.net, Michelle Larson, Supervisor of Payroll, michelle.larson@myoneclay.net

Financial Impact

Review Comments

Attachments

- ④ [2024-2025 Master Payroll Calendar.pdf](#)
- ④ [2024-2025 Pay Period Work Dates_Calendars - 10 Mo 196 & 197.pdf](#)
- ④ [2024-2025 Pay Period Work Dates_Calendars - 11 Month 216.pdf](#)
- ④ [2024-2025 Pay Period Work Dates_Calendars - 12 month 260 .pdf](#)
- ④ [2024-2025 Pay Period Work Dates_Calendars - 24_25 Payroll Employee Work Days.pdf](#)
- ④ [2024-2025 Pay Period Work Dates_Calendars - 24_25 Payroll Processing Dates.pdf](#)
- ④ [2024-2025 Pay Period Work Dates_Calendars - 9 Month ALL.pdf](#)
- ④ [2024-2025 Pay Period Work Dates_Calendars - SUMMER 2024.pdf](#)
- ④ [2024-2025 Pay Period Work Dates_Calendars - FYCA .pdf](#)



CLAY COUNTY DISTRICT SCHOOLS 2024 - 2025 PAYROLL CALENDAR PAYROLL MASTER CALENDAR DATES

# Checks	Remaining Checks	PAY DATE	PAY PERIOD	BEGIN DATE	END DATE	EMPLOYEE SUBMIT TIMESHEET	ADMINISTRATORS MUST SUBMIT TIMECARDS AND CERTIFICATIONS BY 4:00 PM	PAYROLL MERGE 9:00 AM	HR FINAL KEY 3:00PM	BN FINAL KEY 4:00PM	PAYROLL PROCESS	PAYROLL / VENDOR CHECKS ISSUED
SUMMER/CLOSEOUT		7/10/24	2401122	6/1/24	6/30/24	6/25/24	6/26/24	6/27/24	6/26/24		7/8/24	7/9/24
1	24	7/15/24	2401130	7/1/24	7/6/24	7/3/24	7/8/24	7/9/24	7/8/24		7/10/24	7/11/24
2	23	7/31/24	2401140	7/7/24	7/13/24	7/12/24	7/18/24	7/22/24	7/18/24		7/25/24	7/29/24
3	22	8/15/24	2401150	7/14/24	7/27/24	7/26/24	7/31/24	8/5/24	7/31/24		8/12/24	8/13/24
4	21	8/30/24	2401160	7/28/24	8/17/24	8/16/24	8/20/24	8/22/24	8/20/24		8/27/24	8/28/24
5	20	9/13/24	2401170	8/18/24	8/31/24	8/30/24	9/4/24	9/5/24	9/4/24	9/6/24	9/10/24	9/11/24
6	19	9/30/24	2401180	9/1/24	9/14/24	9/13/24	9/17/24	9/19/24	9/17/24	9/20/24	9/25/24	9/26/24
7	18	10/15/24	2401190	9/15/24	9/28/24	9/27/24	10/2/24	10/4/24	10/2/24	10/7/24	10/9/24	10/10/24
8	17	10/31/24	2401200	9/29/24	10/19/24	10/18/24	10/21/24	10/23/24	10/21/24	10/24/24	10/28/24	10/29/24
9	16	11/15/24	2401210	10/20/24	11/2/24	11/1/24	11/5/24	11/6/24	11/5/24	11/7/24	11/12/24	11/13/24
10	15	11/29/24	2401220	11/3/24	11/16/24	11/15/24	11/18/24	11/20/24	11/18/24	11/21/24	11/25/24	11/26/24
11	14	12/13/24	2401230	11/17/24	11/30/24	11/22/24	12/3/24	12/5/24	12/3/24	12/6/24	12/10/24	12/11/24
12	13	12/31/24	2401240	12/1/24	12/14/24	12/13/24	12/16/24	12/17/24	12/16/24	12/17/24	12/18/24	12/19/24
13	12	1/15/25	2501010	12/15/24	12/31/24	12/20/24	1/3/25	1/6/25	1/3/25	1/7/25	1/9/25	1/10/25
14	11	1/31/25	2501020	1/1/25	1/18/25	1/17/25	1/21/25	1/23/25	1/21/25	1/24/25	1/28/25	1/31/25
15	10	2/14/25	2501030	1/19/25	2/1/25	1/31/25	2/3/25	2/5/25	2/3/25	2/6/25	2/11/25	2/12/25
16	9	2/28/25	2501040	2/2/25	2/15/25	2/14/25	2/18/25	2/20/25	2/18/25	2/21/25	2/25/25	2/26/25
17	8	3/14/25	2501050	2/16/25	3/1/25	2/28/25	3/3/25	3/5/25	3/3/25	3/6/25	3/11/25	3/12/25
18	7	3/31/25	2501060	3/2/25	3/15/25	3/14/25	3/18/25	3/20/25	3/18/25	3/21/25	3/26/25	3/27/25
19	6	4/15/25	2501070	3/16/25	3/29/25	3/28/25	4/1/25	4/3/25	4/1/25	4/4/25	4/9/25	4/10/25
20	5	4/30/25	2501080	3/30/25	4/19/25	4/18/25	4/21/25	4/23/25	4/21/25	4/23/25	4/25/25	4/28/25
21	4	5/15/25	2501090	4/20/25	5/3/25	5/2/25	5/5/25	5/7/25	5/5/25	5/7/25	5/12/25	5/13/25
22	3	5/30/25	2501100	5/4/25	5/17/25	5/16/25	5/19/25	5/21/25	5/19/25	5/23/25	5/27/25	5/28/25
10 month (3) INST Summer Checks / 10 month FYCA (2) INST Summer checks												
23	2	6/13/25	2501110	5/18/25	5/24/25	5/23/25	5/28/25	6/4/25	5/28/25	6/5/25	6/10/25	6/11/25
24	1	6/30/25	2501120	5/25/25	6/30/25	Last Work Day 12-Month Submit 6/12/25	6/16/25	6/18/25	6/16/25	6/19/25	6/25/25	6/26/25
11 month (2) INST Summer Checks												



CLAY COUNTY DISTRICT SCHOOLS 2024 - 2025 PAYROLL CALENDAR 10 MONTH EMPLOYEES

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	8/5/24 - 6/02/25	8/5/24 - 6/02/25	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES
						10 month Cafe Manager	10 month Instructional, Support			
SUMMER/CLOSEOUT		7/10/24	2401122	6/1/24	6/30/24	N/A	N/A			
1	21	8/30/24	2401160	7/28/24	8/17/24	10	10			
2	20	9/13/24	2401170	8/18/24	8/31/24	10	10			Insurance Deductions Begin
3	19	9/30/24	2401180	9/1/24	9/14/24	10	10	Labor Day 9/2		
4	18	10/15/24	2401190	9/15/24	9/28/24	10	10			
5	17	10/31/24	2401200	9/29/24	10/19/24	15	15			
6	16	11/15/24	2401210	10/20/24	11/2/24	10	10			
7	15	11/29/24	2401220	11/3/24	11/16/24	10	10	Veteran's Day 11/11		
8	14	12/13/24	2401230	11/17/24	11/30/24	6	6	Thanksgiving 11/28	Thanksgiving 11/25-11/27, 11/29	
9	13	12/31/24	2401240	12/1/24	12/14/24	10	10			
10	12	1/15/25	2501010	12/15/24	12/31/24	6	6	Christmas 12/25	Christmas 12/23-12/24, 12/26-12/31	
11	11	1/31/25	2501020	1/1/25	1/18/25	12	12	New Year's 1/1	New Year's 1/2	
12	10	2/14/25	2501030	1/19/25	2/1/25	10	10	MLK Day 1/20		
13	9	2/28/25	2501040	2/2/25	2/15/25	10	10			
14	8	3/14/25	2501050	2/16/25	3/1/25	9	9		President's Day 2/17	
15	7	3/31/25	2501060	3/2/25	3/15/25	10	10			
16	6	4/15/25	2501070	3/16/25	3/29/25	5	5		Spring Break 3/17-3/21	
17	5	4/30/25	2501080	3/30/25	4/19/25	14	13		Fair Day 4/11 Good Friday 4/18	
18	4	5/15/25	2501090	4/20/25	5/3/25	10	10			
19	3	5/30/25	2501100	5/4/25	5/17/25	10	10			
22-24								(3) Instructional Summer Checks		
20	2	6/13/25	2501110	5/18/25	5/24/25	5	5			
21	1	6/30/25	2501120	5/25/25	6/30/25	5	5		Memorial Day 5/26	Insurance Deductions End
						197	196	TOTAL WORK DAYS		

10 month instructional personnel are paid 1/24 of their calculated contract each pay date

10 month Nurse Subs and Adult Temporary/Miscellaneous labor are paid based on this payroll calendar



CLAY COUNTY DISTRICT SCHOOLS 2024 - 2025 PAYROLL CALENDAR 11 MONTH EMPLOYEES

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	7/17/24-6/10/25	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES	
						11 month Administrators, Instructional, Support				
SUMMER/CLOSEOUT		7/10/24	2401122	6/1/24	6/30/24	N/A				
1	24	8/15/24	2401150	7/14/24	7/27/24	8				
2	23	8/30/24	2401160	7/28/24	8/17/24	15				
3	22	9/13/24	2401170	8/18/24	8/31/24	10			Insurance Deductions Begin	
4	21	9/30/24	2401180	9/1/24	9/14/24	10	Labor Day 9/2			
5	20	10/15/24	2401190	9/15/24	9/28/24	10				
6	19	10/31/24	2401200	9/29/24	10/19/24	15				
7	18	11/15/24	2401210	10/20/24	11/2/24	10				
8	17	11/29/24	2401220	11/3/24	11/16/24	10	Veteran's Day 11/11			
9	16	12/13/24	2401230	11/17/24	11/30/24	6	Thanksgiving 11/28	Thanksgiving 11/25-11/27, 11/29		
10	15	12/31/24	2401240	12/1/24	12/14/24	10				
11	14	1/15/25	2501010	12/15/24	12/31/24	6	Christmas 12/25	Christmas 12/23-12/24, 12/26-12/31		
12	13	1/31/25	2501020	1/1/25	1/18/25	12	New Year's 1/1	New Year's 1/2		
13	12	2/14/25	2501030	1/19/25	2/1/25	10	MLK Day 1/20			
14	11	2/28/25	2501040	2/2/25	2/15/25	10				
15	10	3/14/25	2501050	2/16/25	3/1/25	9		President's Day 2/17		
16	9	3/31/25	2501060	3/2/25	3/15/25	10				
17	8	4/15/25	2501070	3/16/25	3/29/25	5		Spring Break 3/17-3/21		
18	7	4/30/25	2501080	3/30/25	4/19/25	14	Good Friday 4/18	Fair Day 4/11		
19	6	5/15/25	2501090	4/20/25	5/3/25	10				
20	5	5/30/25	2501100	5/4/25	5/17/25	10				
21	4	6/13/25	2501110	5/18/25	5/24/25	5				
22	3	6/30/25	2501120	5/25/25	6/30/25	11		Memorial Day 5/26	Insurance Deductions End 6/2 (4) Day work week begins	
23-24	1-2	6/30/25	(2) Instructional Summer Checks							
						216	TOTAL WORK DAYS			

11 month Adult Temporary/Miscellaneous labor personnel are paid based on this payroll calendar



CLAY COUNTY DISTRICT SCHOOLS 2024 - 2025 PAYROLL CALENDAR 12 MONTH EMPLOYEES

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	7/1/24-6/30/25	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES
						12 month Administrators, Instructional, Support			
SUMMER/CLOSEOUT		7/10/24	2401122	6/1/24	6/30/24	N/A			
1	24	7/15/24	2401130	7/1/24	7/6/24	5	Independence Day 7/4		
2	23	7/31/24	2401140	7/7/24	7/13/24	5			
3	22	8/15/24	2401150	7/14/24	7/27/24	10			
4	21	8/30/24	2401160	7/28/24	8/17/24	15			
5	20	9/13/24	2401170	8/18/24	8/31/24	10			Insurance Deductions Begin
6	19	9/30/24	2401180	9/1/24	9/14/24	10	Labor Day 9/2		
7	18	10/15/24	2401190	9/15/24	9/28/24	10			
8	17	10/31/24	2401200	9/29/24	10/19/24	15			
9	16	11/15/24	2401210	10/20/24	11/2/24	10			
10	15	11/29/24	2401220	11/3/24	11/16/24	10	Veteran's Day 11/11		
11	14	12/13/24	2401230	11/17/24	11/30/24	9	Thanksgiving 11/28	11/29	
12	13	12/31/24	2401240	12/1/24	12/14/24	10			
13	12	1/15/25	2501010	12/15/24	12/31/24	12	Christmas 12/25		
14	11	1/31/25	2501020	1/1/25	1/18/25	13	New Year's 1/1		
15	10	2/14/25	2501030	1/19/25	2/1/25	10	MLK Day 1/20		
16	9	2/28/25	2501040	2/2/25	2/15/25	10			
17	8	3/14/25	2501050	2/16/25	3/1/25	10			
18	7	3/31/25	2501060	3/2/25	3/15/25	10			
19	6	4/15/25	2501070	3/16/25	3/29/25	10			
20	5	4/30/25	2501080	3/30/25	4/19/25	15	Good Friday 4/18		
21	4	5/15/25	2501090	4/20/25	5/3/25	10			
22	3	5/30/25	2501100	5/4/25	5/17/25	10			
23	2	6/13/25	2501110	5/18/25	5/24/25	5			
24	1	6/30/25	2501120	5/25/25	6/30/25	26	Memorial Day 5/26		Insurance Deductions End 6/2 (4) Day work week begins

12 Month personnel receive 1/24 of their calculated contract pay each pay date
 12 month Adult Temporary/Miscellaneous Labor personnel are paid based on this payroll calendar

260 TOTAL WORK DAYS



CLAY COUNTY DISTRICT SCHOOLS 2024 - 2025 PAYROLL CALENDAR EMPLOYEE WORK DAYS

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	7/1/24-6/30/25	7/17/24-6/10/25	8/5/24 - 6/02/25	8/5/24 - 6/02/25	8/9/24 - 5/30/25	8/9/24 - 5/30/25	8/12/24 - 5/30/25	8/12/24 - 5/29/25
						12 month Administrators, Instructional, Support	11 month Administrators, Instructional, Support	10 month Cafe Manager	10 month Instructional, Support	9 month Classroom Assitants, ESE Assistants, Guardians, ISS Assistants	9 month Transportation Bus Drivers, Bus Monitors, Fuel Attendants	9 month Elementary Cafe Assistant, Van Drivers	9 month JR/SR High Cafe Assistant, Van Drivers
SUMMER/CLOSEOUT		7/10/24	2401122	6/1/24	6/30/24	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
1	24	7/15/24	2401130	7/1/24	7/6/24	5	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2	23	7/31/24	2401140	7/7/24	7/13/24	5	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3	22	8/15/24	2401150	7/14/24	7/27/24	10	8	N/A	N/A	N/A	N/A	N/A	N/A
4	21	8/30/24	2401160	7/28/24	8/17/24	15	15	10	10	6	6	5	5
5	20	9/13/24	2401170	8/18/24	8/31/24	10	10	10	10	10	10	10	10
6	19	9/30/24	2401180	9/1/24	9/14/24	10	10	10	10	10	10	10	10
7	18	10/15/24	2401190	9/15/24	9/28/24	10	10	10	10	10	10	10	10
8	17	10/31/24	2401200	9/29/24	10/19/24	15	15	15	15	14	14	14	14
9	16	11/15/24	2401210	10/20/24	11/2/24	10	10	10	10	10	10	10	10
10	15	11/29/24	2401220	11/3/24	11/16/24	10	10	10	10	10	10	10	10
11	14	12/13/24	2401230	11/17/24	11/30/24	9	6	6	6	6	6	6	6
12	13	12/31/24	2401240	12/1/24	12/14/24	10	10	10	10	10	10	10	10
13	12	1/15/25	2501010	12/15/24	12/31/24	12	6	6	6	6	6	5	5
14	11	1/31/25	2501020	1/1/25	1/18/25	13	12	12	12	11	11	11	11
15	10	2/14/25	2501030	1/19/25	2/1/25	10	10	10	10	10	10	10	10
16	9	2/28/25	2501040	2/2/25	2/15/25	10	10	10	10	10	10	10	10
17	8	3/14/25	2501050	2/16/25	3/1/25	10	9	9	9	9	9	9	9
18	7	3/31/25	2501060	3/2/25	3/15/25	10	10	10	10	10	10	10	10
19	6	4/15/25	2501070	3/16/25	3/29/25	10	5	5	5	4	4	4	4
20	5	4/30/25	2501080	3/30/25	4/19/25	15	14	14	13	13	13	13	13
21	4	5/15/25	2501090	4/20/25	5/3/25	10	10	10	10	10	10	10	10
22	3	5/30/25	2501100	5/4/25	5/17/25	10	10	10	10	10	10	10	10
10 month (3) INST Summer Checks / 10 month FYCA (2) INST Summer checks													
23	2	6/13/25	2501110	5/18/25	5/24/25	5	5	5	5	5	5	5	5
24	1	6/30/25	2501120	5/25/25	6/30/25	26	11	5	5	4	4	3	3
11 month (2) INST Summer Checks													
						260	216	197	196	188	188	185	185



CLAY COUNTY DISTRICT SCHOOLS
2024 - 2025 PAYROLL CALENDAR
PAYROLL PROCESSING CALENDAR

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	EMPLOYEE SUBMIT TIMESHEET	ADMINISTRATORS MUST SUBMIT TIMECARDS AND CERTIFICATIONS BY 4:00 PM	PAYROLL MERGE 9:00AM	HR FINAL KEY 3:00PM	BN FINAL KEY 4:00PM	PAYROLL PROCESS	PAYROLL / VENDOR CHECKS
SUMMER/CLOSEOUT		7/10/24	2401122	5/31/23	6/30/24	6/25/24	6/26/24	6/27/24	6/26/24		7/8/24	7/9/24
1	24	7/15/24	2401130	7/1/24	7/6/24	7/3/24	7/8/24	7/9/24	7/8/24		7/10/24	7/11/24
2	23	7/31/24	2401140	7/7/24	7/13/24	7/12/24	7/18/24	7/22/24	7/18/24		7/25/24	7/29/24
SUMMER		7/31/24	2401142	7/1/24	7/13/24	7/12/24	7/18/24				7/25/24	7/29/24
3	22	8/15/24	2401150	7/14/24	7/27/24	7/26/24	7/31/24	8/5/24	7/31/24		8/12/24	8/13/24
SUMMER		8/15/24	2401152	7/14/24	8/2/24	Last Day of Summer Work VPK Submit 7/31/24	7/31/24				8/12/24	8/13/24
4	21	8/30/24	2401160	7/28/24	8/17/24	8/16/24	8/20/24	8/22/24	8/20/24		8/27/24	8/28/24
5	20	9/13/24	2401170	8/18/24	8/31/24	8/30/24	9/4/24	9/5/24	9/4/24	9/6/24	9/10/24	9/11/24
6	19	9/30/24	2401180	9/1/24	9/14/24	9/13/24	9/17/24	9/19/24	9/17/24	9/20/24	9/25/24	9/26/24
7	18	10/15/24	2401190	9/15/24	9/28/24	9/27/24	10/2/24	10/4/24	10/2/24	10/7/24	10/9/24	10/10/24
8	17	10/31/24	2401200	9/29/24	10/19/24	10/18/24	10/21/24	10/23/24	10/21/24	10/24/24	10/28/24	10/29/24
9	16	11/15/24	2401210	10/20/24	11/2/24	11/1/24	11/5/24	11/6/24	11/5/24	11/7/24	11/12/24	11/13/24
10	15	11/29/24	2401220	11/3/24	11/16/24	11/15/24	11/18/24	11/20/24	11/18/24	11/21/24	11/25/24	11/26/24
11	14	12/13/24	2401230	11/17/24	11/30/24	11/22/24	12/3/24	12/5/24	12/3/24	12/6/24	12/10/24	12/11/24
12	13	12/31/24	2401240	12/1/24	12/14/24	12/13/24	12/16/24	12/17/24	12/16/24	12/17/24	12/18/24	12/19/24
13	12	1/15/25	2501010	12/15/24	12/31/24	12/20/24	1/3/25	1/6/25	1/3/25	1/7/25	1/9/25	1/10/25
14	11	1/31/25	2501020	1/1/25	1/18/25	1/17/25	1/21/25	1/23/25	1/21/25	1/24/25	1/28/25	1/31/25
15	10	2/14/25	2501030	1/19/25	2/1/25	1/31/25	2/3/25	2/5/25	2/3/25	2/6/25	2/11/25	2/12/25
16	9	2/28/25	2501040	2/2/25	2/15/25	2/14/25	2/18/25	2/20/25	2/18/25	2/21/25	2/25/25	2/26/25
17	8	3/14/25	2501050	2/16/25	3/1/25	2/28/25	3/3/25	3/5/25	3/3/25	3/6/25	3/11/25	3/12/25
18	7	3/31/25	2501060	3/2/25	3/15/25	3/14/25	3/18/25	3/20/25	3/18/25	3/21/25	3/26/25	3/27/25
19	6	4/15/25	2501070	3/16/25	3/29/25	3/28/25	4/1/25	4/3/25	4/1/25	4/4/25	4/9/25	4/10/25
20	5	4/30/25	2501080	3/30/25	4/19/25	4/18/25	4/21/25	4/23/25	4/21/25	4/23/25	4/25/25	4/28/25
21	4	5/15/25	2501090	4/20/25	5/3/25	5/2/25	5/5/25	5/7/25	5/5/25	5/7/25	5/12/25	5/13/25
22	3	5/30/25	2501100	5/4/25	5/17/25	5/16/25	5/19/25	5/21/25	5/19/25	5/23/25	5/27/25	5/28/25
10 month (3) INST Summer Checks / 10 month FYCA (2) INST Summer checks												
23	2	6/13/25	2501110	5/18/25	5/24/25	5/23/25	5/28/25	6/4/25	5/28/25	6/5/25	6/10/25	6/11/25
24	1	6/30/25	2501120	5/25/25	6/30/25	Last Work Day 12-Month Submit 6/12/25	6/16/25	6/18/25	6/16/25	6/19/25	6/25/25	6/26/25
11 month (2) INST Summer Checks												



CLAY COUNTY DISTRICT SCHOOLS 2024 - 2025 PAYROLL CALENDAR 9 MONTH EMPLOYEES

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	8/9/24 - 5/30/25	8/9/24 - 5/30/25	8/12/24 - 5/30/25	8/12/24 - 5/29/25	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES
						9 month Classroom Assistants, ESE Assistants, ISS Assistants	9 month Transportation Bus Drivers, Bus Monitors, Fuel Attendants	9 month Elementary Cafe Assistant, Van Drivers	9 month JR/SR High Cafe Assistant, Van Drivers			
SUMMER/CLOSEOUT		7/10/24	2401122	6/1/24	6/30/24							
1	21	8/30/24	2401160	7/28/24	8/17/24	6	6	5	5			
2	20	9/13/24	2401170	8/18/24	8/31/24	10	10	10	10			Insurance Deductions Begin
3	19	9/30/24	2401180	9/1/24	9/14/24	10	10	10	10	Labor Day 9/2		
4	18	10/15/24	2401190	9/15/24	9/28/24	10	10	10	10			
5	17	10/31/24	2401200	9/29/24	10/19/24	14	14	14	14		Teacher Planning 10/14	
6	16	11/15/24	2401210	10/20/24	11/2/24	10	10	9	10		Early Release 10/31 Elem Cafe Assistants & Van Drivers	
7	15	11/29/24	2401220	11/3/24	11/16/24	10	10	10	10	Veteran's Day 11/11		
8	14	12/13/24	2401230	11/17/24	11/30/24	6	6	6	6	Thanksgiving 11/28	Thanksgiving 11/25-11/27, 11/29	
9	13	12/31/24	2401240	12/1/24	12/14/24	10	10	10	10			
10	12	1/15/25	2501010	12/15/24	12/31/24	6	6	5	5	Christmas 12/25	Early Release 12/20 All Cafe Assistants & Van Drivers Christmas 12/23-12/24, 12/26-12/31	
11	11	1/31/25	2501020	1/1/25	1/18/25	11	11	11	11	New Year's 1/1	New Year's 1/2 Teacher Planning 1/3	
12	10	2/14/25	2501030	1/19/25	2/1/25	10	10	10	10	MLK Day 1/20		
13	9	2/28/25	2501040	2/2/25	2/15/25	10	10	10	10			
14	8	3/14/25	2501050	2/16/25	3/1/25	9	9	9	9		President's Day 2/17	
15	7	3/31/25	2501060	3/2/25	3/15/25	10	10	10	10			
16	6	4/15/25	2501070	3/16/25	3/29/25	4	4	4	4		Spring Break 3/17-3/21 Planning Day 3/24	
17	5	4/30/25	2501080	3/30/25	4/19/25	13	13	13	13		Fair Day 4/11 Good Friday 4/18	
18	4	5/15/25	2501090	4/20/25	5/3/25	10	10	10	10			
19	3	5/30/25	2501100	5/4/25	5/17/25	10	10	10	10			
20	2	6/13/25	2501110	5/18/25	5/24/25	5	5	5	5			
21	1	6/30/25	2501120	5/25/25	6/30/25	4	4	4	3		Memorial Day 5/26	Insurance Deductions End
						188	188	185	185	Total Work Days		

9 month Adult Temporary/Miscellaneous/Student labor personnel are paid based on this payroll calendar



CLAY COUNTY DISTRICT SCHOOLS
 2024 - 2025 PAYROLL CALENDAR
 SUMMER 2024

	PAY DATE	Pay Period	BEGIN DATE	END DATE	DUE DATE
Summer	07/10/24	2401122	6/1/24	6/30/24	6/26/24
Summer	07/31/24	2401142	7/1/24	7/15/24	7/18/24
Summer	08/15/24	2401152	7/16/24	8/2/24	7/31/24

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CLAY COUNTY DISTRICT SCHOOLS
2024 - 2025 PAYROLL CALENDAR
FLORIDA YOUTH CHALLENGE ACADEMY

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	7/22/24 - 6/10/25	7/22/24 - 6/10/25	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES	
						FYCA 10 month Instructional	FYCA 9 month Support				
SUMMER/CLOSEOUT		7/10/24	2401122	6/1/24	6/30/24	N/A	N/A				
1	24	8/15/24	2401150	7/14/24	7/27/24	5	5			First Day All - 7/22	
2	23	8/30/24	2401160	7/28/24	8/17/24	15	15				
3	22	9/13/24	2401170	8/18/24	8/31/24	10	10			Insurance Deductions Begin	
4	21	9/30/24	2401180	9/1/24	9/14/24	10	10	Labor Day 9/2			
5	20	10/15/24	2401190	9/15/24	9/28/24	8	7		9/18 Nine-Month Support Only 9/19 & 9/20		
6	19	10/31/24	2401200	9/29/24	10/19/24	15	15				
7	18	11/15/24	2401210	10/20/24	11/2/24	10	10				
8	17	11/29/24	2401220	11/3/24	11/16/24	10	10	Veteran's Day 11/11			
9	16	12/13/24	2401230	11/17/24	11/30/24	8	8	Thanksgiving 11/28	Thanksgiving 11/27 & 11/29		
10	15	12/31/24	2401240	12/1/24	12/14/24	7	5		12/6 & 12/9 Nine-Month Support Only 12/11-12/14		
11	14	1/15/25	2501010	12/15/24	12/31/24	1	1	Christmas 12/25	12/16 - 12/24 & 12/26-31		
12	13	1/31/25	2501020	1/1/25	1/18/25	1	1	New Year's 1/1	1/2 - 1/17		
13	12	2/14/25	2501030	1/19/25	2/1/25	10	10	MLK Day 1/20			
14	11	2/28/25	2501040	2/2/25	2/15/25	10	10				
15	10	3/14/25	2501050	2/16/25	3/1/25	9	9		President's Day 2/17		
16	9	3/31/25	2501060	3/2/25	3/15/25	8	7		3/5 Nine-Month Support Only 3/6 - 3/7		
17	8	4/15/25	2501070	3/16/25	3/29/25	10	10				
18	7	4/30/25	2501080	3/30/25	4/19/25	13	13		4/17 - 4/18		
19	6	5/15/25	2501090	4/20/25	5/3/25	10	9		4/21 Nine-Month Support Only		
20	5	5/30/25	2501100	5/4/25	5/17/25	10	10				
23-24	1-2	(2) Instructional Summer Checks									
21	4	6/13/25	2501110	5/18/25	5/24/25	5	5				
22	3	6/30/25	2501120	5/25/25	6/30/25	11	8		Memorial Day 5/26 6/5, 6/6 & 6/9 Nine Month Support Only	Insurance Deductions End	
10 month instructional personnel are paid 1/24 of their calculated contract each pay date						196	188	TOTAL WORK DAYS			

April 4, 2024 - Regular School Board Meeting

Title

C24 - DELETION OF CERTAIN ITEMS REPORT MARCH, 2024

Description

The items listed have been surveyed by the Coordinator of Property Control, at the request of the Cost Center Property Manager, and the recommended disposition is noted. These items are either obsolete, unusable or beyond economical repair. These items should be removed from active inventory and disposed of in the manner indicated. Deletions are for property items received in the month of February, 2024.

Gap Analysis

N/A

Previous Outcomes

Property Records followed State mandate on trackable assets, Chapter 274.05

Expected Outcomes

Tangible Personal Property shall be controlled and supervised from acquisition through transfer or disposal. Disposal of property shall be in accordance with Section 274.05, Florida Statutes. All deletions of items with a value of \$1,000.00 or more will be approved by The School Board of Clay County prior to disposition - School Board Policy Section 5.03C

Strategic Plan Goal

Goal 5: Strategy 5.4; Enhance fiscal practices that enable the district to maximize effectiveness and efficiency.

Recommendation

Approve Deletion of Certain Items Report - March, 2024 as submitted.

Contact

Dr. Susan Legutko,
Assistant Superintendent for Business Affairs
(904)-336-6721
susan.legutko@myoneclay.net

Financial Impact

Provides additional storage space and eliminates the need to account for unusable property. Reduces the dollar value of Tangible Personal Property.

Review Comments

Attachments

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

Monthly Deletion Analysis / March 2023 2024

Cost Center	Asset	Item, Reason for Deletion	Type of Deletion
0271 - MBE	00089474	ICE MAKER: MODULAR FLAKER / BROKEN	D1
0311 - KHH	00089048	SMARTBOARD: 77 " INTERACTIVE / OBSOLETE	D1
	10000120	CAMCORDER: MINI DV-PANASONIC / OBSOLETE	D5
0341 - CHS	11001044	FREEZER: REACH-IN - TRAUlsen / BROKEN	D1
	00042926	REFRIGERATOR / BROKEN	D1
0391 - MHS	00095904	JACK: 1 TON TRANSMISSION - ATD / BROKEN	D1
0431 - RHS	00084654	EXTRACTOR:HOT WATER - CLARKE / BROKEN	D1
	00067394	VACUUM: 12GAL. SPRITE AIR / BROKEN	D1
	00067393	VACUUM: 12GAL. SPRITE AIR / BROKEN	D1
0481 - LAJ	00086626	PROJECTOR: EX100U XGA-MITSUBISH / OBSOLETE	D1
0551 - FIH	11000602	SCANNER:WIRELESS-FOLLET PANTHE / BROKEN	D1
0591 - AES	15000884	CART: GOLF E-Z GO / BROKEN	D5
0611 - OLJ	17000365	I-MAC APPLE 21.5 " ZOPE" / BROKEN	D1
	00094953	PROJECTOR: SHARP 4000 XGA / BROKEN	D1
0631 - SLE	00095676	MOWER: ZERO TURN 52" GRAVELY / BROKEN	D5
9010 - TRN	00073434	WASHER: INDUSTRIAL PRESSURE 350 / BROKEN	D1
	00096803	ICE MACHINE: HALF CUBES / BROKEN	D1
	10000300	MODULE: DESK/RETURN/FILE/HUTCH / BROKEN	D1
	10000298	MODULE: DESK/BRIDGE/CREDENZA/HUTCH / BROKEN	D1
	00091332	KIT: PAINT GUN - SATAJET / BROKEN	D1
	19000365	CD'S: CDL WRITTEN TEST (SET OF 8) / OBSOLETE	D1
	12000929	REPEATER: BASE RADIO-MOTOROLA / BROKEN	D1
	12000930	REPEATER: BASE RADIO-MOTOROLA / BROKEN	D1
9021 - MNT	00012841	MILK BOX: COOLER / BROKEN	D1
9040 - ITS	10000289	MODULE: DESK/BRIDGE/CREDENZA / BROKEN	D1
	18100283	LAPTOP: DELL LATITUDE 7389 / BROKEN	D1
	17000488	FLUKE-LRAT-2000-KIT LINKRUNNER / BROKEN	D1
	17000492	FLUKE-LRAT-2000-KIT LINKRUNNER / BROKEN	D1
	18000027	FLUKE-LRAT-2000-KIT LINKRUNNER / BROKEN	D1

Monthly Deletion Analysis / March 2023 2024

Cost Center	Asset	Item, Reason for Deletion	Type of Deletion
9040 - ITS Cont.	18000033	FLUKE-LRAT-2000-KIT LINKRUNNER / BROKEN	D1
	13000726	FLUKE-LRAT-2000-KIT LINKRUNNER / BROKEN	D1
	09000746	SERVER-BLADE - DELL POWEREDGE / BROKEN	D1
	SW004957	SOFTWARE APPLICATIONS CISCO / OBSOLETE	D1
	SW005105	VIRTUAL: WEBSMART PHP SOFTWARE / OBSOLETE	D1
	SW005142	VIRTUAL: ESEND SOFTWARE / OBSOLETE	D1
	SW005144	DISC: LENDING LICENSE PHP / OBSOLETE	D1
9110 - FNS	15000456	C/M/K - DELL PRECISION T1700 / BROKEN	D1

D1 = PARTED OUT/JUNK

D5 = SURPLUS SALES

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Clay County Public Schools
 Monthly Deletion Report
 For Month Ending: 03/31/2024

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>	<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
Junk/Parts	00089474	ICE MAKER: MODULAR FLAKER W/BI	09/25/2006	03/08/2024	3,106.33	3,106.33
	<u>LCTN</u>	<u>0271 MIDDLEBURG ELEMENTARY</u>			3,106.33	
Junk/Parts	00089048	SMARTBOARD: 77 " INTERACTIVE W	04/24/2008	03/08/2024	1,249.00	1,249.00
Surplus Sale	10000120	CAMCORDER: MINI DV-PANASONIC A	10/22/2009	03/08/2024	1,199.00	1,199.00
	<u>LCTN</u>	<u>0311 KEYSTONE HEIGHTS JR/SR HIGH</u>			2,448.00	2,448.00
Junk/Parts	00042926	REFRIGERATOR	12/12/1986	03/08/2024	2,130.00	2,130.00
Junk/Parts	11001044	FREEZER: REACH-IN - TRAU LSEN G	05/12/2011	03/08/2024	5,002.22	5,002.22
	<u>LCTN</u>	<u>0341 CLAY HIGH SCHOOL</u>			7,132.22	7,132.22
Junk/Parts	00095904	JACK: 1 TON TRANSMISSION - ATD	05/22/2008	03/08/2024	1,249.00	1,249.00
	<u>LCTN</u>	<u>0391 MIDDLEBURG HIGH</u>			1,249.00	1,249.00
Junk/Parts	00067393	VACUUM: 12GAL. SPRITE AIR SCOO	08/12/1997	03/08/2024	1,163.68	1,163.68
Junk/Parts	00067394	VACUUM: 12GAL. SPRITE AIR SCOO	08/12/1997	03/08/2024	1,163.60	1,163.60
Junk/Parts	00084654	EXTRACTOR:HOT WATER - CLARKE	04/28/2005	03/08/2024	1,525.50	1,525.50
	<u>LCTN</u>	<u>0431 RIDGEVIEW HIGH SCHOOL</u>			3,852.78	3,852.78
Junk/Parts	00086626	PROJECTOR:EX100U XGA-MITSUBISHI	08/11/2005	03/08/2024	1,449.00	1,449.00
	<u>LCTN</u>	<u>0481 LAKE ASBURY JUNIOR HIGH SCHOOL</u>			1,449.00	1,449.00
Junk/Parts	11000602	SCANNER:WIRELESS-FOLLET PANTHE	01/27/2011	03/08/2024	1,506.87	1,506.87
	<u>LCTN</u>	<u>0551 FLEMING ISLAND HIGH SCHOOL</u>			1,506.87	1,506.87
Surplus Sale	15000884	CART: GOLF E-Z GO	06/18/2015	03/08/2024	1,500.00	1,500.00
	<u>LCTN</u>	<u>0591 ARGYLE ELEMENTARY</u>			1,500.00	1,500.00
Junk/Parts	00094953	PROJECTOR: SHARP 4000 XGA DLP	02/26/2009	03/08/2024	2,803.75	2,803.75
	<u>LCTN</u>	<u>0611 OAKLEAF JUNIOR HIGH</u>			2,803.75	2,803.75

Clay County Public Schools
 Monthly Deletion Report
 For Month Ending: 03/31/2024

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>	<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
Junk/Parts	17000365	IMAC: APPLE 21.5" ZOPE"	11/22/2016	03/08/2024	1,518.00	1,518.00
					4,321.75	4,321.75
0631 SHADOWLAWN ELEMENTARY						
Surplus Sale	00095676	MOWER: ZERO TURN 52" GRAVEL Y	10/09/2008	03/08/2024	5,549.25	5,549.25
					5,549.25	5,549.25
9010 TRANSPORTATION						
Junk/Parts	00073434	WASHER:INDUSTRIAL PRESSURE 350	11/10/2004	03/08/2024	1,620.03	1,620.03
Junk/Parts	00091332	KIT: PAINT GUN - SATAJET	06/12/2008	03/08/2024	1,170.00	1,170.00
Junk/Parts	00096803	ICE MACHINE: HALF CUBES - MANI	10/09/2008	03/08/2024	1,789.00	1,789.00
Junk/Parts	10000298	MODULE:DESK/BRIDGE/CREDENZA/HU	04/08/2010	03/08/2024	1,045.38	1,045.38
Junk/Parts	10000300	MODULE:DESK/RETURN/FILE/HUTCH-	04/08/2010	03/08/2024	1,023.84	1,023.84
Junk/Parts	12000929	REPEATER: BASE RADIO-MOTOROLA	09/13/2012	03/08/2024	6,869.80	6,869.80
Junk/Parts	12000930	REPEATER: BASE RADIO-MOTOROLA	09/13/2012	03/08/2024	6,869.80	6,869.80
Junk/Parts	19000365	CD'S: CDL WRITTEN TEST (SET OF	01/24/2019	03/08/2024	2,030.00	2,030.00
					22,417.85	22,417.85
9021 MAINTENANCE DEPARTMENT						
Junk/Parts	00012841	MILK BOX: COOLER (LOANER)	12/16/1974	03/08/2024	1,364.98	1,364.98
					1,364.98	1,364.98
9040 INFORMATION AND TECH SERVICES						
Junk/Parts	09000746	SERVER-BLADE - DELL POWEREDGE	06/25/2009	03/08/2024	13,577.66	13,577.66
Junk/Parts	10000289	MODULE: DESK/BRIDGE/CREDENZA/H	05/13/2010	03/08/2024	1,375.31	1,375.31
Junk/Parts	13000726	FLUKE LINKRUNNER AT 2000 NTWK	06/20/2013	03/08/2024	1,573.32	1,573.32
Junk/Parts	17000488	FLUKE-LRAT-2000-KIT LINKRUNNER	04/13/2017	03/08/2024	2,258.27	2,016.31
Junk/Parts	17000492	FLUKE-LRAT-2000-KIT LINKRUNNER	04/13/2017	03/08/2024	2,258.27	2,016.31
Junk/Parts	18000027	FLUKE-LRAT-2000-KIT LINKRUNNER	09/07/2017	03/08/2024	2,010.81	1,675.68
Junk/Parts	18000033	FLUKE-LRAT-2000-KIT LINKRUNNER	09/07/2017	03/08/2024	2,010.81	1,675.68
Junk/Parts	18100283	LAPTOP: DELL LATITUDE 7389	02/20/2018	03/08/2024	1,219.97	1,219.97
Junk/Parts	SW004957	SOFTWARE APPLICATIONS CISCO WC	05/11/2006	03/08/2024	6,073.92	6,073.92
Junk/Parts	SW005105	VIRTUAL: WEBSMART PHP SOFTWARE	03/13/2008	03/08/2024	5,580.00	5,580.00
Junk/Parts	SW005142	VIRTUAL: ESEND SOFTWARE	03/13/2008	03/08/2024	4,400.00	4,400.00
Junk/Parts	SW005144	DISC: LENDING LICENSE PHP PROG	05/22/2008	03/08/2024	1,499.00	1,499.00

Clay County Public Schools
 Monthly Deletion Report
 For Month Ending: 03/31/2024

<u>Disposal Method</u>	<u>Tag</u>	<u>Description</u>	<u>Acquisition Date</u>	<u>Disposal Date</u>	<u>Purchase Amount</u>	<u>Depreciation Value</u>
	LCTN	9110				
		FOOD & NUTRITION SERVICES				
Junk/Parts	15000456	C/M/K - DELL PRECISION T1700	Furniture,Fixtures & Equipment	09/11/2014	03/08/2024	
					1,036.35	1,036.35
					1,036.35	1,036.35
Total Furniture	81,188.80	Total Vehicles	0.00	Total Audio Visual	0.00	Total Software
						19,582.92
					Totals for Deletion Report	99,617.54
					100,771.72	

Note:

Disposal Method Descriptions:

- JUNK/PARTS - Part(s) of an asset are used and remainder of part(s) are sold, recycled or disposed
- TRADE-IN - Vendor issues a credit towards a new purchase
- THEFT/VANDALISM - Items stolen or broken (police report attached)
- MISSING - Items lost and are not found during property inventory (Annually)
- SURPLUS SALE - Items that are outdated, not working or obsolete. Items are either sold, recycled or disposed
- ENTERED IN ERROR- Not used
- TRANSFER/DONATION - From Clay County District to an Outside Agency (Approved by Board or Superintendent)
- DESTROYED - Fire/Natural Disaster, etc.
- THRESHOLD (ex. \$750 TO \$1000)



School Board of Clay County

April 4, 2024 - Regular School Board Meeting

Title

C25 - BID Renewal

Description

Renew BID as required per FS 287, DOE 6A-1.012 and School Board Policy

- a. Exterior Door Replacements – County Wide #23-MA-325: Contract Period is May 5, 2024 through May 4, 2025. This contract period is for one (1) year and is the first of three renewal options.
- b. Flooring Services – County Wide #22-MA-322: Contracted Period is June 1, 2024 through May 31, 2025. This contract period is for one (1) year and is the second of three renewal options.
- c. Plumbing Construction – County Wide #22-F-235R: Contract Period is May 15, 2024 through May 14, 2025. This contract period is for (1) year and is the second of three renewal options.
- d. Contract Services For Site Work – County Wide #23-F-244: Contracted Period is May 15, 2024 through May 14, 2025. This contract period is for (1) year and is the first of three renewals options.

Gap Analysis

The District requires contractors to provide services to ensure our facilities and equipment are maintained and functional. The District requires vendors to provide products to ensure our students and staff receive the services, and or products to meet their needs.

Previous Outcomes

Original Bid was Board approved and has been used successfully during the past term to provide quality services and products to the district.

Expected Outcomes

Upon approval by the Board; we expect the contractors and vendors to continue providing quality services and products at the same terms and conditions as when the original Bid was awarded.

Strategic Plan Goal

Goal 5; Strategy 5.4; Enhance fiscal practices that enable the district to maximize effectiveness and efficiency.

Recommendation

Extend renewal as follows:

- a. Exterior Door Replacements – County Wide #23-MA-325:
 - Superior Hardware Products 716 Industry Drive, Longwood, FL 32750
- b. Flooring Services – County Wide #22-MA-322:
 - Teal Tile & Carpet Inc PO Box D, Starke, FL 32091
- c. Plumbing Construction – County Wide #22-F-235R:
 - Gary S Bailey Inc 5201 CR 218, Middleburg, FL 32068
- d. Contract Services For Site Work – County Wide #23-F-244:
 - Creative Concrete Design of Columbia County Inc 161 SW Covey Ct, Lake City, FL 32025

Contact

Dr. Susan Legutko, Assistant Superintendent for Business Affairs, Phone: (904)336-6721, Email: susan.legutko@myoneclay.net

Financial Impact

- a. Exterior Door Replacements – County Wide #23-MA-325: The total estimated expenditure for the one (1) year contract renewal is \$210,000 from Capital Revenue.

- b. Flooring Services – County Wide #22-MA-322: The total estimated expenditure for the one (1) year contract renewal is \$250,000 General and Capital Revenue.

- c. Plumbing Construction – County Wide #22-F-235R: The total estimated expenditure for the one (1) year contract renewal is \$150,000.00 from General and Capital Revenue.

- d. Contract Services For Site Work – County Wide #23-F-244: The total estimated expenditure for the one (1) year contract renewal is \$500,000 from General and Capital Revenue.

Review Comments

Attachments

DRAFT

April 4, 2024 - Regular School Board Meeting

Title

C26 - Substantial and Final Completion of Keystone Heights Elementary School New Cafeteria/Classrooms

Description

Establish a Substantial Completion date for audit purposes and as required by the State Requirements for Educational Facilities (SREF) and Florida Statutes. The project, as determined by the Project Manager and Project Architect/Project Contractor, has reached Substantial Completion on January 23, 2024 and Final Completion on February 22, 2024, in accordance with the project documents.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve Substantial and Final Completion.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

Dr. Michael Kemp, Director of Facility Planning and Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

As budgeted in the Educational Facilities Work Plan.

Review Comments

Attachments

- 🔗 [Certificate of Substantial Completion - KHE New Cafeteria Classrooms](#)
- 🔗 [Certificate of Final Completion - KHE New Cafeteria Classrooms](#)



Clay County District Schools Certificate of Substantial Completion

Having completed all requirements as outlined within the project specifications and drawings, I certify that the project listed below is substantially completed and has been constructed in accordance with said documents.

Project Title: New Cafeteria and Media Center/Classroom Renovations

School: Keystone Heights Elementary School


SDCC Project Number: C-14-21/22

OEF Project Number:

Project Architect: Paul Stresing

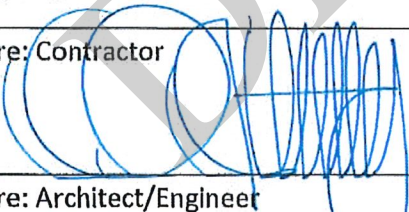
Project Contractor: Scorpio

Date of Substantial Completion: 1-23-24



Signature: Contractor

Date : 1-23-24



Signature: Architect/Engineer

Date: 1-23-24



Signature: Project Manager

Date:1-23-24



Signature: Code Enforcement

Date:1-23-24

Clay County District Schools Certificate of Final Completion

Having completed all requirements as outlined within the project specifications and drawings, I certify that the project listed below has reached final completion and has been constructed in accordance with said documents.

Project Title: New Cafeteria and Media Center/Classroom Renovations

School: Keystone Heights Elementary School

SDCC Project Number: C-14-21/22

OEFIS Project Number:

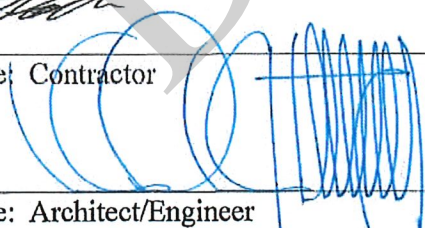
Project Architect: Paul Stresing

Project Contractor: Scorpio

Date of Final Completion: 2-22-24



Signature: Contractor Date: 2-22-2024



Signature: Architect/Engineer Date: 2-22-2024



Signature: Project Manager Date: 2-22-2024



Signature: Code Enforcement Date: 2-22-2024

SSD-1-5013
E 04/21/2009

April 4, 2024 - Regular School Board Meeting

Title

C27 - Substantial and Final Completion of Bannerman Learning Center Parking Lot Renovations/Security Lighting Replacement

Description

Establish a Substantial Completion date for audit purposes and as required by the State Requirements for Educational Facilities (SREF) and Florida Statutes. The project, as determined by the Project Manager and Project Architect/Project Contractor, has reached Substantial Completion on December 13, 2023 and Final Completion on December 28, 2023, in accordance with the project documents.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve Substantial and Final Completion.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

Dr. Michael Kemp, Director of Facility Planning and Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

As budgeted in the Educational Facilities Work Plan.

Review Comments

Attachments

- 🔗 [Certificate of Substantial Completion - BLC Parking Lot Renovations](#)
- 🔗 [Certificate of Final Completion - BLC Parking Lot Renovations](#)

Clay County District Schools Certificate of Substantial Completion

Having completed all requirements as outlined within the project specifications and drawings, I certify that the project listed below is substantially completed and has been constructed in accordance with said documents.

Project Title: BLC Parking Improvements

School: Bannerman Learning Center

SDCC Project Number: C-74-21/22

OEF Project Number: N/A

Project Engineer: Tocol Engineering

Project Contractor: D. E. Scorpio

Date of Substantial Completion: 12-13-23



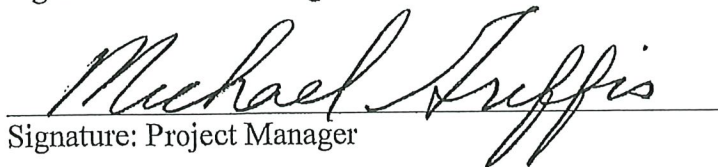
Signature: Contractor

Date : 12-13-23



Signature: Architect/Engineer

Date: 12-13-23



Signature: Project Manager

Date: 12-13-23



Signature: Code Enforcement

Date: 12-13-23

Clay County District Schools Certificate of Final Completion

Having completed all requirements as outlined within the project specifications and drawings, I certify that the project listed below has reached final completion and has been constructed in accordance with said documents.

Project Title: BLC Parking Improvements

School: Bannerman Learning Center

SDCC Project Number: C-74-21/22

OEFIS Project Number: N/A

Project Engineer: Tocol Engineering

Project Contractor: D.E. Scorpio

Date of Final Completion: 12-28-23



Date: 12-28-23

Signature: Contractor



Date: 12-28-23

Signature: Architect/Engineer



Date: 12-28-23

Signature: Project Manager



Date: 12-28-23

Signature: Code Enforcement

April 4, 2024 - Regular School Board Meeting

Title

C28 - Appointments for the Citizens Oversight Committee

Description

The citizens of Clay County approved a half-cent school capital outlay sales surtax on the November 2020 general election ballot. School Board Policy 1.14, which was adopted by the School Board on February 4, 2021, provides for the formation of a Citizens Oversight Committee to monitor and report on the use of the sales surtax revenues to assure the public that the monies are being utilized as provided for by state law. The committee must consist of recommended appointees by each School Board member and by the Superintendent of Schools. School Board Policy 1.14 requires that the recommended Committee, which includes all proposed appointees, including alternate appointees who will only assume duties if needed, must be approved by the School Board as a whole at a regular School Board meeting.

Gap Analysis

Terms expire every three years, with the exception of the alternate. Board members have the option of replacing expiring term members' appointment with a new appointment. Previously appointed individuals and/or alternates representing a District are unable to complete their service on the Oversight Committee. In this instance, the Board member with the vacancy must recommend an individual for appointment to comply with School Board Policy 1.14.

Previous Outcomes

The School Board of Clay County adopted School Board Policy 1.14 on February 20, 2021 which created the Citizens Oversight Committee to monitor and report annually on the compliance with surtax revenues as required by the half-cent surtax referendum adopted in the November 2020 general election. On May 6, 2021 the Board approved the appointments of the inaugural Citizens Oversight Committee members and alternates.

Expected Outcomes

It is expected that the School Board will approve the recommended members and/or alternates to serve on the Citizens Oversight Committee as submitted.

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve new appointments to the Half-Cent Sales Surtax Citizens Oversight Committee as submitted by the individual members of the School Board and the Superintendent of Schools.

Contact

Bryce Ellis, Assistant Superintendent, Operations, (904) 336-6853, bryce.ellis@myoneclay.net
Lance Addison, Planning & Intergovernmental Relations, (904) 336-6852, lance.addison@myoneclay.net
Dr. Michael Kemp, Director, Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

None

Review Comments

Attachments

[Citizen Oversight Committee Members.pdf](#)



CLAY COUNTY DISTRICT SCHOOLS

900 WALNUT STREET, GREEN COVE SPRINGS, FL 32043
 P (904) 336-6500 W oneclay.net
SUPERINTENDENT OF SCHOOLS
 David S. Broskie

BOARD MEMBERS:

Erin Skipper, District 1
 Mary Bolla, District 2
 Beth Clark, District 3
 Michele Hanson, District 4
 Ashley Gilhousen, District 5

Citizen Oversight Committee Members
Board Approved April 4, 2024

District	Active Member A (Expires May 6, 2027)	Active Member B (Expires May 6, 2026)	Alternate Member (Indefinite)
District 1	John Sgromolo	Rhonda Jett	Mike Cella
District 2	Peter Antonacci	Seidah Durante	Paul Cassanova
District 3	Alan Watt	Glen Stroman	Harrison Clark
District 4	Samuel J. Kilgore	Donald Triest	Shawn Jackson
District 5	William Gardner	Scotty Taylor	Felicia Hampshire
Superintendent	Jeff Nelson		Samantha Lawson

April 4, 2024 - Regular School Board Meeting

Title

C29 - School Concurrency Proportionate Share Mitigation (PSM) Agreement between the Clay County School Board, Clay County, and Forestar (USA) Real Estate Group, Inc., a Delaware Corporation (Baxley Villas)

Description

In December of 2023, representatives from Forestar (USA) Real Estate Group, Inc. contacted the Clay County School Board’s Planning department seeking approval to develop 72 single family dwelling units homes on a 6.80 acre tract of land at 1586/1594 Baxley Road, Middleburg, FL 32068 in unincorporated Clay County, Florida. It was determined “inadequate capacity (student stations) at Coppergate Elementary School and contiguous elementary schools” specifically, 19 elementary school student stations, resulting in a net deficiency of 18 student stations due to three existing dwelling currently on the properties. In accordance with the Clay County Interlocal Agreement for Coordinated Planning (CCIA), to mitigate the deficiency, a PSM Agreement may be entered into between the School Board and the Developer. Negotiations between the School Board’s Planning department and Forestar (USA) Real Estate Group, Inc, in accordance with CCIA's calculation methodology, resulted in a mutually agreeable resolution. The sum of \$613,830.42 would be paid to the School Board’s impact fee account to mitigate the capacity deficit. In return, the School District would ensure sufficient capacity to accommodate the elementary school students generated by the project.

Gap Analysis

No action would result in a School Board Concurrency Reservation Denial Letter (SCDL). In effect, The Clay County Board of County Commissioners would deny approval of the Forestar (USA) Real Estate Group, development.

Previous Outcomes

The School Board approved previous PSM Agreements in the past.

Expected Outcomes

It is expected the School Board will approve the PSM Agreement and forward it to the Clay County Board of County Commissioners for their approval.

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve the Clay County School Board, Clay County, and Forestar Real Estate Group, Inc. PSM Agreement.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904)336-6853, bryce.ellis@myoneclay.net,
 Michael Kemp, Director of Facility Planning & Construction, (904)336-6824, michael.kemp@myoneclay.net,
 Lance Addison, Planning and Intergovernmental Affairs, (904)336-6852, lance.addison@myoneclay.net

Financial Impact

Payment of \$613,830.42 from Forestar (USA) Real Estate Group, Inc. to the School Board for projected growth impact to the Clay County area school (impact fee account).

Review Comments

Attachments

📎 [PSM Agreement - Forestar Real Estate Group.pdf](#)

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # **240125**
 Number Assigned by Purchasing Dept.



CONTRACT REVIEW

BOARD MEETING DATE:

 WHEN BOARD APPROVAL IS REQUIRED DO NOT PLACE ITEM ON AGENDA UNTIL REVIEW IS COMPLETED
 Must Have Board Approval over \$100,000.00

Date Submitted: 1/30/2024

Name of Contract Initiator: Lance Addison Telephone #: 66852

School/Dept Submitting Contract: Operations Cost Center # 9023

Vendor Name: Forestar Group

Contract Title: Proportinate Share Mitigation Agreement-Baxley Villas

Contract Type: New Renewal Amendment Extension Previous Year Contract #

Contract Term: No expiration Renewal Option(s):

Contract Cost: N/A

BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT
 Funding Source: Budget Line # _____
 Funding Source: Budget Line # _____

NO COST MASTER (COUNTY WIDE) CONTRACT - SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT

INTERNAL ACCOUNT - IF FUNDED FROM SCHOOL IA FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO SBAO

- REQUIRED DOCUMENTS FOR CONTRACT REVIEW PACKAGE (when applicable):**
- _____ Completed Contract Review Form
 - _____ SBAO Template Contract or other Contract (NOT SIGNED by District / School)
 - _____ SIGNED Addendum A (if not an SBAO Template Contract)*
**This Statement MUST BE included in the body of the Contract:
 "The terms and conditions of Addendum A are hereby incorporated into this Agreement and the same shall govern and prevail over any conflicting terms and/or conditions herein stated."*
 - _____ Certificate of Insurance (COI) for General Liability & Workers' Compensation that meet these requirements:
*COI must list the School Board of Clay County, Florida as an Additional Insured and Certificate Holder. Insurer must be rated as A- or better.
 General Liability = \$1,000,000 Each Occurrence & \$2,000,000 General Aggregate.
 Auto Liability = \$1,000,000 Combined Single Limit (\$5,000,000 for Charter Buses).
 Workers' Compensation = \$100,000 Minimum
 [If exempt from Workers' Compensation Insurance, vendor/contractor must sign a Release and Hold Harmless Form. If not exempt, vendor/contractor must provide Workers' Compensation coverage].*
 - _____ State of Florida Workers Comp Exemption (<https://apps.fldfs.com/bocexempt/>) (If Applicable)
 - _____ COVID-19 Waiver (If Applicable)
 - _____ Release and Hold Harmless (If Applicable)

RECEIVED
 By Elaine at 9:55 am, Feb 14, 2024

**** AREA BELOW FOR DISTRICT PERSONNEL ONLY ****

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department Review Date REVIEWED By Bertha Staefe at 3:31 pm, Feb 15, 2024	No Purchasing <hr/> <hr/> <hr/>
School Board Attorney JPS Review Date 2/26/24	Approved. <hr/> <hr/> <hr/>
Other Dept. as Necessary Review Date	<hr/> <hr/> <hr/>

PENDING STATUS: YES NO **IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR**

FINAL STATUS **APPROVED**
 By Elaine at 11:19 am, Feb 27, 2024

CONTRACT REVIEW PROCESS FOR "ALL" CONTRACTS

A contract is defined as an agreement between two or more parties that is intended to have legal effect. This may include MOUs, Interlocal Agreements, Service Agreements and Contracts. Contracts document the mutual understanding between the parties as to the terms and conditions of their agreement, contain mutual obligations, and clearly state the agreement's consideration. The term consideration includes the cost of the services and/or products to be provided by second party (vendor or service provider) and any non-monetary performance. No school, department, or other organizational unit has authority to contract in its own name. All Board contracts must be made in the legal name of the Board, "The School Board of Clay County, Florida". The School or Department may extend this name to include the school or department as follows, "The School Board of Clay County, Florida o/b/o _____ (insert the school or department name)" where o/b/o means "on behalf of".

All contracts shall be reviewed and approved by the School Board Attorney and/or the Supervisor of Purchasing to ensure legality, compliance with Board policy, and to ensure the Board interests are protected before the authorized signatory may execute the contract.

All contracts having a value of \$100,000 or more shall be authorized by the Board at a regular or special meeting and signed by the Board Chairman. All approved contracts having a value of less than \$100,000 may be executed by the Superintendent or appropriate District administrator based on the value of the contract.

1. All approved contracts having a value of \$50,000 or more, but less than \$100,000 shall be signed by the Superintendent, or the person who has been designated, in writing by the Superintendent, as the Superintendent's Designee at the time of the contract signing. All contracts executed pursuant to this subparagraph shall be reported to the School Board in a separate entry as part of the monthly financial report.
2. All approved contracts having a value of \$25,000 or more, but less than \$50,000, shall be signed by the Superintendent, or the Assistant Superintendent for Business Affairs.
3. All approved contracts having a value of less than \$25,000 and contracts of any value described in Board Authorized Contracts above that are exempt from the requirement for Board approval, may be signed by the Superintendent, or the Assistant Superintendent for their Division, or Chief Officers, or Directors, or Principals.
4. The Superintendent is authorized to approve contract amendments or change orders for the purchase of commodities and services up to the amount of ten (10) percent or \$50,000, whichever is less, of the original contract amount that was previously approved by the Board.

Employees who enter into agreements without authority may be personally liable for such agreements, whether oral or written.

Step 1: Contract Initiator and Vendor prepare draft contract
(School Board Attorney Office (SBAO) Template Contracts available on SBAO webpage are strongly encouraged)

Step 2: Complete Contract Review Form, attach Required Documents to include the UNSIGNED Contract by the District / School.

For Contracts using Budgeted Funds or For No Cost / Master (County Wide) Contracts:
Initiator submits Contract Review Package to Purchasing Department - See Step 3

For Contracts using Internal Funds Individual to each School:
Initiator submits Contract Review Package direct to SBAO - See Step 4

IMPORTANT

Step 3: If Funded by Budgeted Funds, submit the Contract Review Package to the Purchasing Department. Purchasing will begin the contract review process and submit the contract to the SBAO for review. SBAO may reach out to Initiator and/or other Departments (Risk, IT,) with questions or concerns and will assist with contract revisions. SBAO will send the Contract Review Package back to the Purchasing Department for final processing and the return to Initiator.

Purchasing will log "District" Contracts (Cost/No Cost) on Contract Review Log and save copy of the Contract Review Package PLUS the Final Signed Contract you've return to Purchasing in the Contract Review Team Drive.

Step 4: If Funded by Internal Account (IA), submit the Contract Review Package directly to SBAO.
Email: contractreview@myoneclay.net
The SBAO will begin the contract review process and return it directly to Initiator

Step 5: The Initiator is responsible for finalizing the Contract which includes:
Addressing Comments/Revisions, Obtaining Required Signatures, Send District Final Signed Contract to Purchasing OR Retain Internal Accounts Final Signed Contract at School per School Board Record Policy.
If there is a Cost associated with Contract, the Initiator must work with their Bookkeeper to finalize the Purchasing Process.
Budgeted Funds require a District Purchase Order. Internal Accounts require an IA Purchase Order.

For assistance with legal-related matters, please visit the [School Board Attorney's Office \("SBAO"\) webpage](#) or call 904-336-6507
For assistance with insurance-related matters, please visit the [Business Affairs - Risk Management webpage](#) or call 904-336-6745
For assistance with District Purchasing, please visit the [Business Affairs - Purchasing webpage](#) or call 904-336-6736



CLAY COUNTY DISTRICT SCHOOLS

900 WALNUT STREET, GREEN COVE SPRINGS, FL 32043

P (904) 336-6500 F (904) 336-6536 W oneclay.net

SUPERINTENDENT OF SCHOOLS

David S. Broskie

BOARD MEMBERS:

Erin Skipper, District 1
Mary Bolla, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

MEMO TO: Forestar Real Estate Group
Attn: Heather Allen/Shalene Estes

FROM: Lance Addison, Planning and Intergovernmental Affairs, CCDS

DATE: December 22, 2023

SUBJECT: Baxley Villas Concurrency Denial Letter

To all concerned:

The School Concurrency Reservation Certificate (SCRC) application for concurrency number CONAGREE-20230000012 for 72 single family attached homes located at 1586/1594 Baxley Road, Middelburg, FL 32068 has been denied due to the elementary student impact from the proposed development that would cause the adopted Level of Service to be exceeded.

In accordance with the Interlocal Agreement for Coordinated Planning, Public Educational Facility Siting and Review and School Concurrency in Clay County Section 14 paragraph 7(b)(c) dated July 2008, to mitigate the impact, the school district may entertain proportionate share mitigation options. The applicant shall be allowed 30 days to attend a pre-application meeting with all affected agencies to which adequate public facility capacity does not exist to discuss mitigation options. Thereafter, the applicant shall have 30 days to submit an application for proportionate share mitigation to enter into a negotiation period with the School Board not to exceed (90) ninety days. Upon identification and acceptance of a mitigation option deemed financially feasible by the School Board, the developer shall enter into a binding and enforceable agreement with the School Board and local government with jurisdiction over the development order.

Please contact Lance Addison at (904) 336-6852 or lance.addison@myoneclay.net for questions or additional information.

la
cc: mh

SCHOOL BOARD CONCURRENCY DENIAL LETTER (SCDL)

Project Name: Baxley Villas (72 SFA)

Property Address: 1586/1594 Baxley Rd., Middleburg, FL 32068 Parcels: 06-05-25-009028-000-00, 31-04-25-008092-002-00-01

Owner/Developer: Forestar Real Estate, 14785 Old St. Augustine Rd., Ste. 300, Jax, FL 32258- Heather Allen heatherallen@forestar.com (904) 436-4003, Shalene Estes shaleneestes@forestar.com (904) 899-5948

Dwelling Type	Dwelling Units	Impact Fee	Impact Fee Extended	Student Generation Rate: Educational Facility Plan 2023-2028		
				Elementary	Junior High	High
Single Family Attached	72	\$7,913	\$569,736	0.256	0.081	0.158
Multi-Family	N/A	\$3,629	N/A	0.105	0.021	0.063

SCHOOL CONCURRENCY SERVICE AREAS (SCSA) ANALYSIS


School	School Capacity (FISH)	LOS Capacity (110%)	Students Enrolled (Oct. '23)	Reserved Plus Contiguous Service Area	Available Capacity	Project's Impact	Seats to Mitigate	Bus required
Coppergate ES	725	798	606	205	N	19	19	Y
Lake Asbury JH	1353	1488	994	415	Y	6	0	Y
Middleburg HS	2164	2380	1854	86	Y	12	0	Y

CONTIGUOUS SCHOOL CONCURRENCY SERVICE AREA (CSCSA)

School	School Capacity (FISH)	LOS Capacity (110%)	Students Enrolled (Oct '23)	Reserved Plus Contiguous Service Area	Available Capacity	Project's Impact	Seats to Mitigate	Bus required
No CSCSA ES Availability						19	19	

Clay County CONAGREE # 2023000012

School capacity is based on the School Concurrency Service Area (SCSA) or one or more Contiguous School Concurrency Service Areas (CSCSA). There is no capacity at the elementary school SCSA or CSCSA. A Proportionate Share Mitigation Agreement is required to obtain concurrency. Capacity figures from the table above will be reflected in subsequent updates to each school Development Review Table.



Lance Addison
Coordinator; Planning and Intergovernmental Relations
Facilities Planning and Construction
Clay County District Schools
Ph: (904) 336-6852 e-mail: lance.addison@myoneclay.net

SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION AGREEMENT
(Baxley Villas)

THIS SCHOOL CONCURRENCY PROPORTIONATE SHARE MITIGATION AGREEMENT (“Agreement”) is made by and among **CLAY COUNTY, FLORIDA** a political subdivision of the state of Florida, whose address is 477 Houston Street, Green Cove Springs, Florida 32043 (the “**County**”); **CLAY COUNTY DISTRICT SCHOOLS**, a body corporate and political subdivision of the State of Florida, whose address is 900 Walnut Street, Green Cove Springs, Florida 32043 (hereinafter referred to as “**School District**”); and **FORESTAR (USA) REAL ESTATE GROUP INC.**, a Delaware corporation, whose address is 14785 Old St. Augustine Road, Suite 300, Jacksonville, Florida 32258 (hereinafter referred to as the “**Developer**”).

RECITALS:

WHEREAS, Developer is the contract purchaser of that certain tract of land being approximately 6.8 acres located in unincorporated Clay County, Florida, being a portion of Clay County Parcel Identification No. 06-05-25009028-000-00 and 31-04-25-008092-002-00 as more particularly described on **Exhibit “A”** attached hereto incorporated herein by this reference (the “**Property**”). The location of the Property described in **Exhibit “A”** is illustrated with a map appearing in **Exhibit “B”**; and further described in the School Concurrency Reservation Certificate Application No. 20230000012; and

WHEREAS, the Applicant has submitted an application for a development proposal seeking approval to develop a maximum of seventy-two (72) single-family residential dwelling units on the Property, hereinafter referred to as the “**Development Proposal**”; and

WHEREAS, the Property currently contains three dwellings which will be removed with the Development Proposal; and

WHEREAS, the Development Proposal is projected to generate a net increase of eighteen (18) public school students based on the school concurrency determination letter issued by the School District, after crediting one (1) public school student from the existing three dwellings; and

WHEREAS, the County and the School District have adopted and implemented a public school concurrency management system to assure the future availability of public school facilities to serve new development consistent with level of service standards (“**Level of Service**” and “**Level of Service Standards**”) consistent with the terms of the current Interlocal Agreement for Coordinated Planning, Public Educational Facility Siting and Review and School Concurrency in Clay County between the School District, the Clay County Board of County Commissioners and the local governments (the “**Interlocal Agreement**”), and the public school facilities and capital improvement elements of the respective comprehensive plans (individually, “**Element**”; plural, “**Elements**”); and

WHEREAS, at the time of this Agreement, adequate junior high and high school capacity is available to accommodate the junior high and high school students the Development Proposal is anticipated to generate by the Development Proposal; and

WHEREAS, at the adopted Level of Service standards, (i) adequate school capacity is not available for the net increase of eighteen (18) elementary students generated by the Development Proposal at the Level of Service Standard within the school concurrency services area or areas (“**Concurrency Service Area**”; “**Concurrency Service Areas**”) in which the Development Proposal is located, to accommodate the projected increase in public school students that the Development Proposal will generate; (ii) the needed elementary school capacity for the applicable Concurrency Service Area or Concurrency Service Areas within which the Development Proposal is located is also not available in any contiguous Concurrency Service Areas; and (iii) available elementary school capacity will not be in place or under actual construction within three (3) years after the approval of the Development Proposal; and

WHEREAS, authorizing these new residential dwelling units without the mitigation provided for in this Agreement would result in a failure of the Level of Service Standard for public school facilities in one or more applicable Concurrency Service Areas, or will exacerbate existing deficiencies in Level of Service; and

WHEREAS, the Parties agree that public school concurrency shall be satisfied by the Applicant’s execution of this legally binding Agreement to provide mitigation proportionate to the demand for public school facilities to be created by these new residential dwelling units (“**Proportionate Share Mitigation**”); and

WHEREAS, the Parties further agree that the appropriate Proportionate Share Mitigation option necessary to satisfy public school concurrency is payment of Proportionate Share Mitigation in the amount of **\$613,830.42 for the Development Proposal, or \$8,525.42 per dwelling unit**, as more specifically depicted or described herein; and

WHEREAS, the purpose of this Agreement is to set forth the terms and conditions upon which the Developer shall pay funds as Proportionate Share Mitigation for the Property impacts on K-12 educational facilities under control of the School District.

NOW, THEREFORE, in consideration of the foregoing described Proportionate Share Mitigation, the mutual covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto, intending to be legally bound, hereby agree as follows:

1. **INCORPORATION OF RECITALS**. The foregoing recitals are true and correct and are hereby incorporated into this Agreement by this reference as if fully set forth herein.
2. **PARTIES**. The County, the School District and the Developer shall be collectively referred to as the “**Parties**.”
3. **LEGALLY BINDING COMMITMENT**. The Parties agree that this Agreement constitutes a legally binding commitment by the Developer to provide Proportionate Share

Mitigation for the new residential dwelling units sought to be approved by County in the Development Proposal for the Property.

4. **PROPORTIONATE SHARE MITIGATION.** The Parties agree that the payment of Proportionate Share Mitigation in the total amount of **\$613,830.42** for the Development Proposal, or **\$8,525.42** per dwelling unit, is an appropriate Proportionate Share Mitigation option necessary to maintain the Level of Service Standard for school capacity in the affected Concurrency Service Area or Concurrency Service Areas. Upon the final execution of this Agreement, the School District shall issue a revised School Concurrency Determination showing adequate mitigation. The duration and effect of this School Concurrency Determination shall be in accordance with the Interlocal Agreement and the Public School Facilities Element. However, in no event shall this School Concurrency Determination, or any capacity reservation based on this Determination, continue to be effective if the Developer fails to perform its obligations under this Agreement. Conversely, once the Developer has completely performed its obligations under this Agreement, the Developer shall be entitled to rely on the School Concurrency Determination and capacity reservation to the extent of the capacity provided by the Proportionate Share Mitigation and once the Developer has completely performed its obligations under this Agreement, such right of reliance shall survive the expiration of this Agreement.

5. **TIMING.** The Parties agree that the Proportionate Share Mitigation shall occur at the time of, and be a condition for the issue by County of, final plat approval for each lot within the Property. For example, if a plat contains 10 lots, the Developer shall pay **\$85,254.20 (10 lots times \$8,525.42 per lot)** in Proportionate Share Mitigation prior to the County's approval of such plat. Each payment shall be made directly to the School District.

6. **PHASING.** The Developer agrees it shall make every effort to adhere to the phasing schedule attached hereto as **"Exhibit C"** as incorporated herein by this reference. The Developer agrees that it will provide the specific dates that vertical construction will begin and end for each phase of the development. The Developer will notify the School District Designee if changes to the phasing schedule occur, and such phasing schedule changes shall be at the discretion of the Developer.

7. **IMPACT FEE CREDIT.** As consideration for the Developer's Proportionate Share Mitigation specified herein, the Parties agree that the County shall provide a credit of **\$613,830.42** for the Development Proposal, or **\$8,525.42** per dwelling unit, toward any school impact fee or exaction imposed by ordinance of Clay County for the same need. Should the school impact fee or exaction be greater than the above-described credit, the Developer shall pay the difference at the time school impact fees are due. Should the school impact fee or exaction be less, the Developer shall not be entitled to the use of any excess credits. Alternately stated, the per unit credit cannot exceed the amount of impact fee at the time the voucher is presented/relinquished. The Developer shall provide a school impact fee voucher substantially in the form of **"Exhibit D"** to the County, at the time of impact fee payment. Should school impact fees be prepaid in order to extend the Final Certificate of Concurrency, any remaining balance due on the Proportionate Share Mitigation shall be paid at the time of final subdivision approval. Provided, however, nothing in this Agreement shall be deemed to require the County to continue to levy or collect School Impact Fees, or, if levied, to levy them for any certain amount.

8. **SCHOOL CAPACITY IMPROVEMENT.** The School District agrees to apply the Proportionate Share Mitigation contributed by the Developer toward a school capacity improvement which will be added to the planned capital improvements in the Five Year District Facilities Work Plan at the time of its next annual update, and which satisfies the demands created by the Development Proposal in accordance with this Agreement.

9. **NO GUARANTEE OF LAND USE/ZONING.** Nothing in this Agreement shall require the County to approve any Land Use Amendment or Rezoning application associated with the Property.

10. **EFFECTIVE DATE.** This Agreement shall become effective on the date it is recorded in the Public Records of Clay County, Florida (the “**Effective Date**”). If this Agreement is not executed by the Developer and delivered to the County within thirty (30) days after the latter of County or School District approval of this Agreement, this Agreement shall become void.

11. **TERM.** This Agreement shall expire upon the Parties' completion of their performance of all obligations herein.

12. **STATUTORY COMPLIANCE.** The Parties agree that this Agreement satisfies the requirements for a binding Proportionate Share Mitigation Agreement in Section 163.3180(6)(h), Florida Statutes.

13. **NOTICES.** Whenever any of the Parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified. The place for giving of notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. Until otherwise designated by amendment to this Agreement, the Parties designate the following as the respective places for giving notice:

TO THE COUNTY: Howard Wanamaker
County Manager, Clay County
477 Houston Street
Green Cove Springs, Florida 32043

WITH COPIES TO: Courtney Grimm
County Attorney, Clay County
477 Houston Street
Green Cove Springs, Florida 32043

FOR SCHOOL DISTRICT: Lance Addison
Coordinator of Planning and Intergovernmental
Affairs
Clay County District Schools
900 Walnut Street
Green Cove Springs, Florida 32043

FOR DEVELOPER:

Forestar (USA) Real Estate Group Inc.
14785 Old St. Augustine Road, Suite 300,
Jacksonville, Florida 32258
(904) 436-4003
HeatherAllen@forestar.com

WITH COPIES TO:

Thomas Ingram
Attorney | SODL & INGRAM PLLC
1617 San Marco Boulevard, Jacksonville, FL
32207
904.612.9179
thomas.ingram@si-law.com

14. **RELEASE.** Upon the performance of all obligations of all Parties hereto, the School District shall release the Developer from this Agreement, and the Developer shall release the School District and the County from any and all future claims, costs or liabilities arising out of the provision of Proportionate Share Mitigation in accordance with this Agreement. These releases shall be recorded at the Developer's expense in the Official Records of Clay County, Florida, evidencing such performance.

15. **DEFAULT.** If any party to this Agreement materially defaults under the terms hereof, then the County shall give the defaulting party thirty (30) days' notice and a right to cure such breach. Should the Developer of the property described herein fail to timely cure a default in meeting its obligations set forth herein, its Concurrency certificate, issued based upon payment and/or performance hereunder, shall be voided and that Developer and the property described herein shall lose their right to concurrency under this Agreement and their right to School Impact Fee credits under this Agreement. Further, in the case of such default, any development upon that property dependent upon such certificate will be stopped, until and unless the agreement is reinstated or the default is cured or capacity becomes available and is granted through an appropriate application. Should the County or School District fail to timely cure a default in meeting their obligations set forth herein, Developer may seek any and all remedies available to it in law or equity.

16. **VENUE; CHOICE OF LAW.** Any controversies or legal issues arising out of this Agreement, and any action involving the enforcement or interpretation of any rights hereunder, shall be submitted to the jurisdiction of the Circuit Court of Clay County, Florida, the venue sitis, and shall be governed by the laws of the State of Florida.

17. **CAPTIONS and PARAGRAPH HEADINGS.** Captions and paragraph headings contained in this Agreement are for convenience and reference only. They in no way define, describe, extend or limit the scope or intent of this Agreement.

18. **NO WAIVER.** No waiver of any provision of this Agreement shall be effective unless it is in writing, and signed by the party against whom it is asserted. Any such written

waiver shall only be applicable to the specific instance to which it relates and shall not be deemed to be a continuing or future waiver.

19. **EXHIBITS.** All Exhibits attached hereto contain additional terms of this Agreement and are incorporated herein by reference.

20. **FURTHER ASSURANCES.** The Parties hereby agree to execute, acknowledge and deliver and cause to be done, executed, acknowledged and delivered all further assurances and to perform such acts as shall reasonably be requested of them in order to carry out this Agreement.

21. **AMENDMENTS.** No modification, amendment, or alteration in the terms or conditions contained herein shall be effective, unless contained in a written document prepared with the same or similar formality as this Agreement and executed by all the Parties to this Agreement.

22. **ASSIGNMENT.** This Agreement runs with the land. The Developer may assign its rights, obligations and responsibilities under this Agreement to a third-party purchaser of all or any part of fee simple title to the Property. Any such assignment shall be in writing and shall require the prior acknowledgement of all of the Parties. At the election of the School District, such acknowledgement may be conditioned upon the written agreement of the assignee to comply with conditions and procedures to aid in the monitoring and enforcement of the assignee's performance of the Proportionate Share Mitigation under this Agreement. The assignor under such assignment shall furnish the Parties with a copy of the written assignment within ten (10) days of the date of execution of same.

23. **NO THIRD-PARTY BENEFICIARIES.** This Agreement is made for the sole benefit and protection of the parties, their successors and assigns, and no other persons shall have any right of action hereunder.

24. **COUNTERPARTS.** This Agreement may be executed in three (3) counterparts, each of which may be deemed to be an original.

25. **RECORDING OF THIS AGREEMENT.** The Developer shall record this Agreement, at its expense, within fourteen (14) days after full execution, in the Clay County Public Records. Time is of the essence in the recording, and failure to timely record shall render this Agreement void.

26. **MERGER CLAUSE.** This Agreement sets forth the entire agreement among the Parties, and it supersedes all prior and contemporaneous negotiations, understandings and agreements, written or oral, among the Parties.

27. **SEVERABILITY.** If any provision of this Agreement is declared invalid or unenforceable by a court of competent jurisdiction, the invalid or unenforceable provision will be stricken from the Agreement, and the balance of this Agreement will remain in full force and effect as long as doing so would not affect the overall purpose or intent of the Agreement.

WITNESS WHEREOF, the Parties have made and executed this Agreement on the respective dates above each signature:

CLAY COUNTY, through its COUNTY COMMISSION, signing by and through its Chair, authorized to execute same by Commission action on this _____ day of _____, 2024.

The SCHOOL DISTRICT OF CLAY COUNTY, signing by and through its Chair, authorized to execute same by District action on this ____ day of _____, 2024.

The DEVELOPER signing by _____ its _____ duly authorized to execute same, on this __ day of _____, 2024.

DRAFT

COUNTY

Passed and Duly Adopted by the Clay County Board of County Commissioners this ____ day of _____, 2024.

Attest:

**BOARD OF COUNTY COMMISSIONERS
CLAY COUNTY, FLORIDA**

Print Name: _____

By: _____
Jim Renniger, Its Chairman

Print Name: _____

ATTEST:

Tara S. Green
Clay County Clerk of Court and Comptroller
Ex Officio Clerk to the Board

DRAFT

SCHOOL DISTRICT

Signed, witnessed, executed and acknowledged on this ____ day of _____, 2024.

WITNESSES

**THE SCHOOL BOARD OF CLAY COUNTY,
FLORIDA**

Print Name: _____

Print Name: _____

Ashley Gilhousen, Chair

ATTEST:

David Broskie, Superintendent of Schools

DRAFT

DEVELOPER

Signed, witnessed, executed and acknowledged on this ____ day of _____, 2024.

WITNESSES

DEVELOPER

Print Name: _____

Print Name: _____

**FORESTAR (USA) REAL ESTATE
GROUP INC.**, a Delaware corporation,
whose address is 14785 Old St. Augustine
Road, Suite 300, Jacksonville, Florida
32258

By: _____
Its: _____
Date: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ____ physical presence or ____ online notarization on this day ____ of _____, 2024, who acknowledged that he/she signed the foregoing Resolution as his/her free and voluntary act, who is (check one) personally known to me or has produced a valid driver's license as identification.

Notary Public
Name: _____
Commission Expires: _____

Exhibit "A"

Property Legal Description follows.

DRAFT

Exhibit "B"

Property Location (map/plans)

DRAFT

Exhibit "D"

Voucher # _____

Impact Fee Voucher

(Development Name)

1. Name and address of Developer/Grantor: Forestar (USA) Real Estate Group Inc.
2. Name and address of Grantee: _____
3. Legal description of subject property: See attached Exhibit "A"
4. Subdivision or Master Development Plan name: Baxley Villas

The undersigned Developer/Grantor confirms that it has received from _____ on _____, 202__ funds sufficient for the following impact fees required under the applicable School Impact Fee Ordinance, as amended, as indicated below. Developer/Grantor gives notice to Clay County, Florida that the following sums should be deducted from the applicable Impact Fee Credit account of the Developer/Grantor.

_____ Schools In the amount of \$ _____

By: _____
Print: _____
Its: _____

Exhibit A

A PART OF SECTION 6, TOWNSHIP 5 SOUTH, RANGE 25 EAST AND A PART OF SECTION 31, TOWNSHIP 4 SOUTH, RANGE 25 EAST, BOTH IN CLAY COUNTY, FLORIDA AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE INTERSECTION OF THE NORTH LINE OF SAID SECTION 6 WITH THE WEST RIGHT-OF-WAY LINE OF BAXLEY ROAD (AN 80-FOOT RIGHT-OF-WAY); THENCE SOUTH 00°00'30" EAST, DEPARTING SAID NORTH LINE AND ALONG SAID WEST RIGHT-OF-WAY LINE, A DISTANCE OF 60.08 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 00°00'30" EAST, CONTINUING ALONG SAID WEST RIGHT-OF-WAY LINE, A DISTANCE OF 347.90 FEET TO THE NORTHEAST CORNER OF BAXLEY HIDEAWAY, AS RECORDED ON THE PLAT THEREOF IN PLAT BOOK 37, PAGES 25 THROUGH 29 OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA; THENCE ALONG THE NORTHERLY LINE OF SAID BAXLEY HIDEAWAY THE FOLLOWING THREE (3) COURSES; COURSE ONE (1): SOUTH 89°33'30" WEST, DEPARTING SAID WEST RIGHT-OF-WAY LINE, A DISTANCE OF 624.00 FEET; COURSE TWO (2): NORTH 00°00'30" WEST, A DISTANCE OF 208.00 FEET; COURSE THREE (3): SOUTH 89°33'30" WEST, A DISTANCE OF 234.91 FEET; THENCE NORTH 00°21'55" WEST, DEPARTING SAID NORTHERLY LINE, A DISTANCE OF 200.07 FEET TO A POINT ON SAID NORTH LINE OF SECTION 6; THENCE NORTH 89°33'53" EAST, ALONG LAST SAID NORTH LINE, A DISTANCE OF 230.50 FEET; THENCE NORTH 00°23'59" WEST, DEPARTING LAST SAID NORTH LINE AND ALONG THE SOUTHERLY PROJECTION OF THE EAST LINE OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 3727, PAGE 2105 OF SAID PUBLIC RECORDS AND THE EAST LINE OF LAST SAID LANDS, A DISTANCE OF 119.43 FEET TO THE SOUTHWEST CORNER OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1378, PAGE 1051 OF SAID PUBLIC RECORDS; THENCE NORTH 89°41'55" EAST, ALONG THE SOUTH LINE OF LAST SAID LANDS, A DISTANCE OF 179.40 FEET TO THE NORTHWEST CORNER OF THOSE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 4171, PAGE 319 OF SAID PUBLIC RECORDS; THENCE SOUTH 00°26'57" EAST, ALONG THE WEST LINE OF LAST SAID LANDS, A DISTANCE OF 119.01 FEET TO A POINT ON SAID NORTH LINE OF SECTION 6; THENCE SOUTH 00°13'40" EAST, DEPARTING LAST SAID NORTH LINE, A DISTANCE OF 59.91 FEET; THENCE NORTH 89°35'10" EAST, ALONG THE SOUTH LINE OF LAST SAID LANDS, A DISTANCE OF 449.92 FEET TO THE POINT OF BEGINNING.

SAID LANDS CONTAINING 6.80 ACRES, MORE OR LESS.

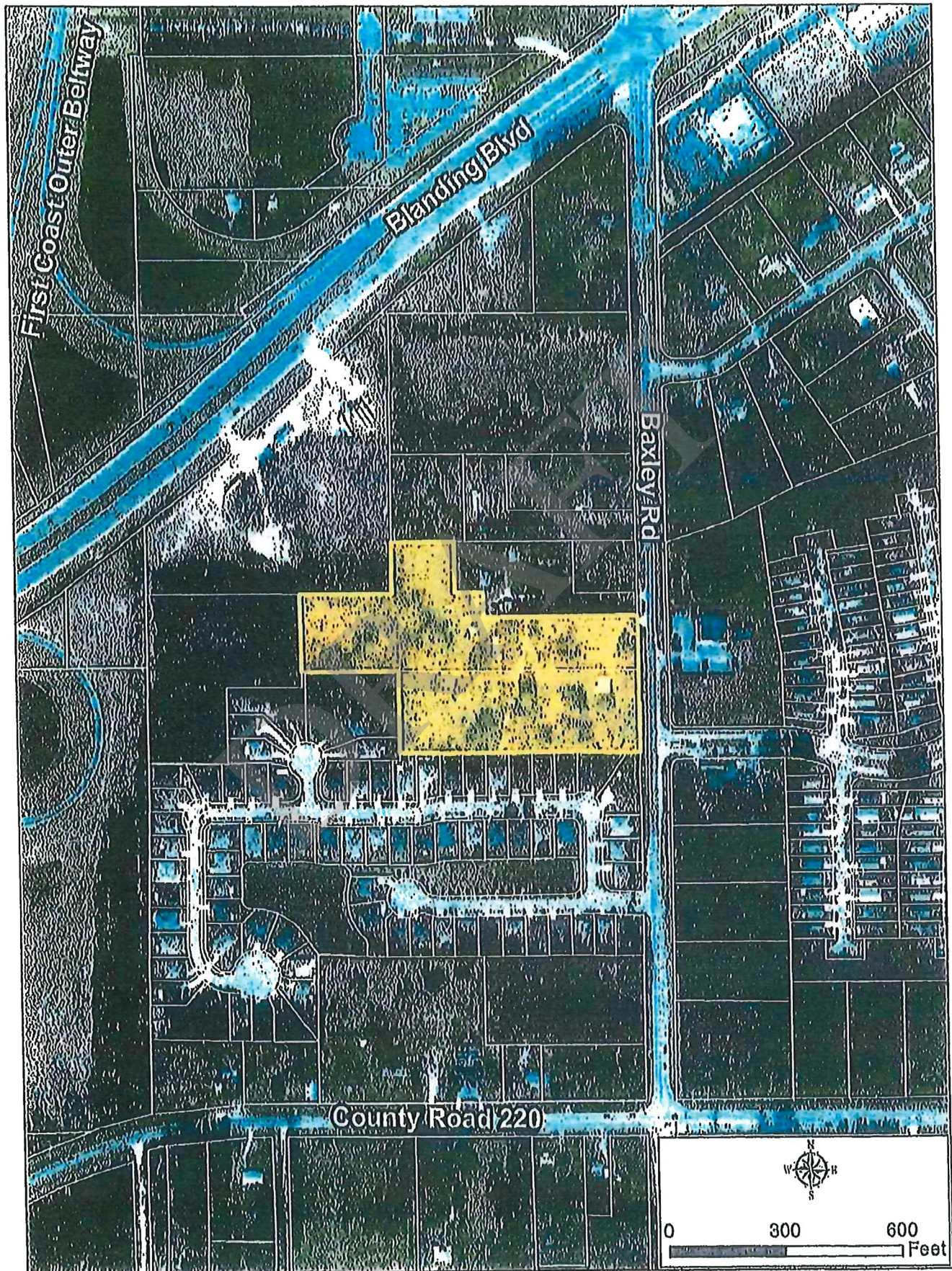


Exhibit C

Baxley Villas Estimated Phasing Schedule- One Phase

2023	Construction Plan Approval
2023/2024	Construction Commencement
2025/2026	Construction Completion/Platting

DRAFT

Exhibit "D"

Voucher # _____

Impact Fee Voucher

(Development Name)

1. Name and address of Developer/Grantor: Forestar (USA) Real Estate Group Inc.
2. Name and address of Grantee: _____
3. Legal description of subject property: See attached Exhibit "A"
4. Subdivision or Master Development Plan name: Baxley Villas

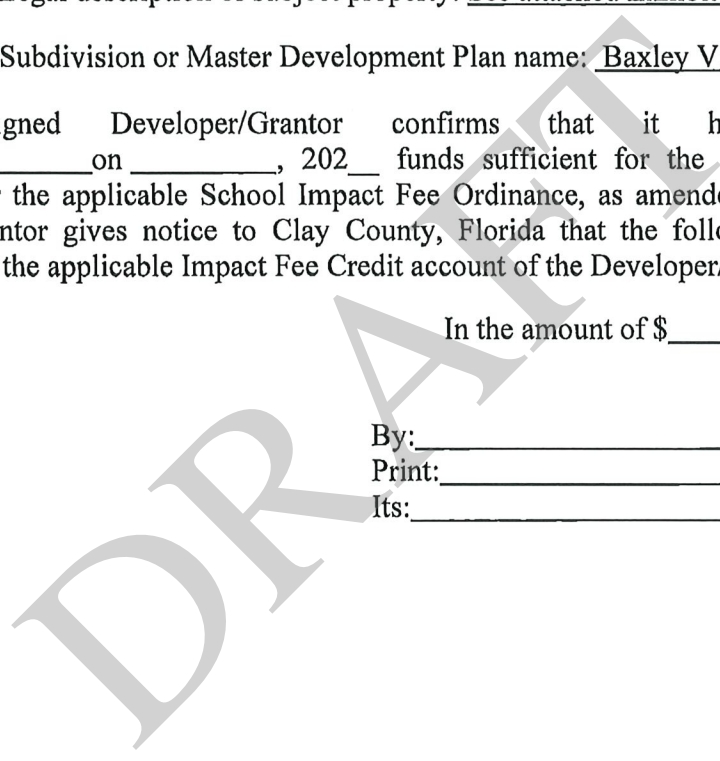
The undersigned Developer/Grantor confirms that it has received from _____ on _____, 202__ funds sufficient for the following impact fees required under the applicable School Impact Fee Ordinance, as amended, as indicated below. Developer/Grantor gives notice to Clay County, Florida that the following sums should be deducted from the applicable Impact Fee Credit account of the Developer/Grantor.

_____ Schools In the amount of \$ _____

By: _____

Print: _____

Its: _____



April 4, 2024 - Regular School Board Meeting

Title

C30 - Lakeside Elementary School Restroom Renovation Contract Award

Description

This project is listed in the Educational Facilities Work Plan. The selection was conducted in accordance with Florida Statute 287.055. The project was advertised for three (3) consecutive weeks with The Clay Today. The bid opening was held March 12, 2024 at 2:00 p.m. The project had two (2) qualified bidders.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Completion of Lakeside Elementary School Restroom Renovation.

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Award the construction contract to the low bidder meeting specifications, Thomas May Construction Company, the base bid in the amount of \$302,435.00.

Contact

Bryce Ellis, Assistant Superintendent Operations, (904) 336-6853, bryce.ellis@myoneclay.net,
Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Work Plan.

Review Comments

Attachments

[Lakeside Elementary Restroom Renovations Contract 4.4.24.pdf](#)

 **AIA® Document A101® – 2017**

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Fourth day of April in the year Two Thousand Twenty-four
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
Ph: (904) 336-6500

and the Contractor:
(Name, legal status, address and other information)

Thomas May Construction Company
310 College Drive
Orange Park, Florida 32065
Ph:904-272-4808

for the following Project:
(Name, location and detailed description)

Lakeside Elementary School Restroom Renovations
2762 Moody Avenue,
Orange Park, FL 32073

The Architect:
(Name, legal status, address and other information)

Bhide & Hall Architects, P.A.
1329 Kingsley Avenue, Suite C
Orange Park, FL 32073
Ph: 904-264-1919

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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TABLE OF ARTICLES

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EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- The date of this Agreement.
- A date set forth in a notice to proceed issued by the Owner.
- Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)
May 31, 2024

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

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[] Not later than () calendar days from the date of commencement of the Work.

[X] By the following date: August 5, 2024

§ 3.3.2

(Paragraphs deleted)

N/A

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Three Hundred and Two Thousand, Four Hundred and Thirty Five Dollars Only (\$ 302,435.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates – N/A

(Table deleted)

(Paragraphs deleted)

(Table deleted)

(Paragraph deleted)

§ 4.3 Allowances, if any, included in the Contract Sum:

(Paragraphs deleted)

N/A

(Table deleted)

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Per Door Replacement Cost		\$895.00

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

In as much as failure to complete the project within the time fixed in the Agreement will result in substantial injury to the Owner, and as damages arising from such failure cannot be calculated with any degree of certainty, it is hereby agreed that if the project is not substantially completed, according to the definition of "substantial completion" in Section 00800 of the Specifications, or within such further time, if any, as in accordance with the provisions of the contract documents shall be allowed for substantial completion, the Contractor shall pay to the Owner as liquidated damages for such delay, and not as a penalty, (One thousand) (\$1,000.00) for each and every calendar day elapsing between the date fixed for substantial completion and the date such substantial completion shall have been fully accomplished, and (Five hundred) (\$500.00) for each and every calendar day elapsing between date fixed for Final Completion and the date such Final Completion shall have been fully accomplished. Said liquidated damages shall be payable in addition to any excess expenses or costs payable by the Contractor to the Owner under the provisions of the contract documents, except for Contractor's delays.

§ 4.6 Other:

(Paragraphs deleted)

N/A

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

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§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Contractors are encouraged to submit their applications on the same day of each month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect on the day selected by the contractor and approved, the Owner shall make payment of the certified amount to the Contractor not later than twenty-five (25) business days. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than twenty-five (25) business days after the Architect receives the Application for Payment.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 Take that portion of the contract sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201-2017, General Conditions of the Contract for Construction.
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off site at a location agreed upon in writing), less retainage of five percent (5%), offsite storage of materials shall be in an insured facility approved by the owner's project manager..
- .3 Subtract the aggregate of previous payments made by the owner; and
- .4 Subtract amounts, if any, for which the architect has withheld or nullified a Certification for Payment as provided in Section 9.5 of AIA Document A201-2017.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

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(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statute 255.078 (2023)

(Paragraphs deleted)

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

All requirements are satisfied in accordance with the specification and all paragraphs in specification section 01 78 00 Contract Closeout – of the Project Manual.

(Paragraphs deleted)

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(Paragraphs deleted)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

- Arbitration pursuant to Section 15.4 of AIA Document A201–2017
- Litigation in a court of competent jurisdiction
- Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

(Paragraphs deleted)

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§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:
(Name, address, email address, and other information)

Gregory Giuffre
Clay County District Schools
925 Center Street
Green Cove Springs, FL 32043
Ph: 904-336-6849

§ 8.3 The Contractor’s representative:
(Name, address, email address, and other information)

Keith Ward
Thomas May Construction Company
310 College Drive
Orange Park, Florida 32065
Ph: 904-272-4808

§ 8.4 Neither the Owner’s nor the Contractor’s representative shall be changed without ten days’ prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6
(Paragraphs deleted)
N/A

§ 8.7 Other provisions: N/A

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor

.2 AIA Document A201™–2017, General Conditions of the Contract for Construction

(Paragraphs deleted)

.5 Drawings

Number	Title	Date
See Attached Exhibit 'A'	List of Drawings	02/01/2024

.6 Specifications

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Section	Title	Date	Pages
See Attached Exhibit 'B'	Specifications – Table of Contents	02/01/2024	230

.7 Addenda, if any:
 (Paragraphs deleted)

Number	Date	Pages
Addendum 01	03/01/2024	04
Addendum 02	03/06/2024	03

(Paragraphs deleted)

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

This Agreement entered into as of the day and year first written above.

 OWNER (Signature)

Ashley Gilhousen, Board Chair
 (Printed name and title)



 CONTRACTOR (Signature)

Keith Ward, President
 (Printed name and title)

DRAFT

Init.

Additions and Deletions Report for AIA® Document A101® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:30:40 ET on 03/13/2024.

PAGE 1

AGREEMENT made as of the Fourth day of April in the year Two Thousand Twenty-four

...

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
Ph: (904) 336-6500

...

Thomas May Construction Company
310 College Drive
Orange Park, Florida 32065
Ph:904-272-4808

...

Lakeside Elementary School Restroom Renovations
2762 Moody Avenue,
Orange Park, FL 32073

...

Bhide & Hall Architects, P.A.
1329 Kingsley Avenue, Suite C
Orange Park, FL 32073
Ph: 904-264-1919

PAGE 2

Established as follows:

...

May 31, 2024

PAGE 3

By the following date: August 5, 2024

~~§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:~~

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Portion of Work

Substantial Completion Date

N/A

...

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Three Hundred and Two Thousand, Four Hundred and Thirty Five Dollars Only (\$ 302,435.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates – N/A

~~§ 4.2.1 Alternates, if any, included in the Contract Sum:~~

Item

Price

~~§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)~~

Item

Price

Conditions for Acceptance

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

N/A

Item

Price

...

Per Door Replacement Cost

\$895.00

...

In as much as failure to complete the project within the time fixed in the Agreement will result in substantial injury to the Owner, and as damages arising from such failure cannot be calculated with any degree of certainty, it is hereby agreed that if the project is not substantially completed, according to the definition of "substantial completion" in Section 00800 of the Specifications, or within such further time, if any, as in accordance with the provisions of the contract documents shall be allowed for substantial completion, the Contractor shall pay to the Owner as liquidated damages for such delay, and not as a penalty, (One thousand) (\$1,000.00) for each and every calendar day elapsing between the date fixed for substantial completion and the date such substantial completion shall have been fully accomplished, and (Five hundred) (\$500.00) for each and every calendar day elapsing between date fixed for Final Completion and the date such Final Completion shall have been fully accomplished. Said liquidated damages shall be payable in addition to any excess expenses or costs payable by the Contractor to the Owner under the provisions of the contract documents, except for Contractor's delays.

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

N/A

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Contractors are encouraged to submit their applications on the same day of each month.

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§ 5.1.3 Provided that an Application for Payment is received by the Architect ~~not later than the day of a month, on the day selected by the contractor and approved,~~ the Owner shall make payment of the ~~certified amount certified to the Contractor not later than the day of the month, twenty-five (25) business days.~~ If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than ~~(—) twenty-five (25) business days~~ after the Architect receives the Application for Payment. ~~(Federal, state or local laws may require payment within a certain period of time.)~~

...

- ~~.1 That portion of the Contract Sum properly allocable to completed Work;~~ Take that portion of the contract sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201-2017, General Conditions of the Contract for Construction.
- ~~.2 That~~ Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed ~~construction, or, construction~~ (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon ~~in writing; and in writing~~), less retainage of five percent (5%), offsite storage of materials shall be in an insured facility approved by the owner's project manager.
- ~~.3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified. Subtract the aggregate of previous payments made by the owner; and~~
- ~~.4 Subtract amounts, if any, for which the architect has withheld or nullified a Certification for Payment as provided in Section 9.5 of AIA Document A201-2017.~~

PAGE 5

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statute 255.078 (2023)

~~§ 5.1.7.1.1 The following items are not subject to retainage:~~

~~(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)~~

~~§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:~~

~~(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)~~

~~§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:~~

~~(Insert any other conditions for release of retainage upon Substantial Completion.)~~

~~§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201-2017.~~

~~§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.~~

...

All requirements are satisfied in accordance with the specification and all paragraphs in specification section 01 78 00 Contract Closeout – of the Project Manual.

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located. *(Insert rate of interest agreed upon, if any.)*

—%

...

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

...

Litigation in a court of competent jurisdiction

...

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

PAGE 6

Gregory Giuffre
Clay County District Schools
925 Center Street
Green Cove Springs, FL 32043
Ph: 904-336-6849

...

Keith Ward

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User Notes:

(1936082789)

Thomas May Construction Company
310 College Drive
Orange Park, Florida 32065
Ph: 904-272-4808

...

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

N/A

§ 8.7 Other provisions: N/A

...

- ~~2~~ AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- ~~3~~ ~~2~~ AIA Document A201™-2017, General Conditions of the Contract for Construction
- ~~4~~ AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this Agreement.)

...

PAGE 7

<u>See Attached Exhibit 'A'</u>	<u>List of Drawings</u>	<u>02/01/2024</u>	
<u>See Attached Exhibit 'B'</u>	<u>Specifications – Table of Contents</u>	<u>02/01/2024</u>	<u>230</u>

...

Number	Date	Pages
--------	------	-------

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9:

~~8~~ Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

The Sustainability Plan:

Title Number	Date	Pages
Addendum 01	03/01/2024	04
Addendum 02	03/06/2024	03

[] — Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

.9 — Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™ 2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, requirements are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.) the bidding or proposal requirements are also enumerated in this Article 9.

...

Ashley Gilhousen, Board Chair	Keith Ward, President
-------------------------------	-----------------------

DRAFT

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, _____, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 14:30:40 ET on 03/13/2024 under Order No. 2114509962 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

DRAFT

Lakeside Elementary School Restroom Renovations
School District of Clay County
SDCC Project No. C-25-23/24
Architect Project Number: BHA-202341

AIA A101-2017

EXHIBIT "A"

List of Contract Drawings: *Dated February 1, 2024*

General

G000 Cover
G001 General Notes, Abbreviations, and Symbols
G002 General Project notes, Partition Types, and Misc. Details
G007 Typ. Mounting Heights

Architectural

AC00 Architectural Site Plan
A101 Kitchen - Staff restroom
A102 RM 112 – Girl's Restroom
A103 Room 115 – Boy's Restroom
A104 Room 125 & 127 – Staff Restrooms
A105 Room 122, 124 & 134 – Staff restrooms
A106 Wall Tile Pattern T-1, Millwork Detail

Mechanical

M101 Building – Boy's & Girls Restroom Floor Plans
M201 Building 1 – Restroom HVAC Floor Plans
M202 Building 2 – Restroom HVAC Floor Plans

Plumbing

P101 HVAC General Notes, Schedules & Details
P201 Building 1 – Restroom Floor Plans
P202 Building 2 – Restroom Floor Plans

Electrical

- E1.0 Electrical Legend, Notes, and Details
- E2.1 Partial Floor Plan Existing Electrical
- E3.1 Partial Floor Plan New Electrical

END OF LIST

DRAFT

Orange Park Elementary School Restroom Renovations

School District of Clay County

SDCC Project No. C-26-23/24

Architect Project Number: BHA-202340

AIA A101-2017

EXHIBIT "B"

Specifications Table of Contents: *Dated February 1, 2024*

DIVISION 0:

PROCUREMENT AND CONTRACTING REQUIREMENTS

Section 00 00 90	Description of the Work
Section 00 11 16	Invitation to Bid
Section 00 20 00	Public Entity Crimes/Scrutinized Companies
Section 00 21 13	Instructions to Bidders
Section 00 41 00	Bid Proposal Form
Section 00 43 36	List of Subcontractors
Section 00 52 00	Agreement Forms
Section 00 61 00	Bonds and Certificates
Section 00 72 00	General Conditions
Section 00 73 00	Supplementary Conditions
Section 00 86 00	Purchasing of Project Documents
Section 00 90 00	Special Conditions

DIVISION 1:

GENERAL REQUIREMENTS

Section 01 04 00	Coordination, Inspection and Protection
Section 01 04 20	Direct Purchasing
Section 01 11 00	Summary of Work
Section 01 25 00	Substitutions
Section 01 29 76	Progress Payments
Section 01 29 83	Testing Laboratory
Section 01 30 00	Submittals
Section 01 31 00	Job Site Administration
Section 01 32 26	Progress Reporting

Section 01 35 63	FGBC Requirements and Procedures
Section 01 41 00	Codes, Permits, and Fees
Section 01 50 00	Temporary Facilities
Section 01 56 23	Barriers
Section 01 66 00	Materials, Storage, and Protection
Section 01 73 29	Cutting and Patching
Section 01 74 00	Cleaning
Section 01 78 00	Contract Closeout
Section 01 78 39	Project Record Documents

DIVISION 4:

MASONRY

Section 04 22 00	Concrete Masonry Unit Work
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DIVISION 7:

THERMAL AND MOISTURE PROTECTION

Section 07 42 13.19	Insulated Wall Panels
Section 07 92 00	Sealants and Caulking

DIVISION 8:

OPENINGS

Section 08 10 00	Hollow Metal Doors and Frames
Section 08 14 16	Flush Wood Doors
Section 08 71 00	Door Hardware

DIVISION 9:

FINISHES

Section 09 31 00	Tile
Section 09 67 00	Resinous Flooring
Section 09 90 00	Painting

DIVISION 10:

SPECIALTIES

Section 10 21 13	Solid Plastic Toilet Partitions
Section 10 28 13.13	Toilet Accessories

DIVISION 22:

PLUMBING

- Section 22 50 10 Basic Plumbing Requirements
- Section 22 51 90 Plumbing Identification
- Section 22 54 00 Plumbing

DIVISION 23:

HEATING, VENTILATING & AIR CONDITIONING (HVAC)

- Section 23 50 10 Basic Mechanical Requirements
- Section 23 51 90 Mechanical Identification
- Section 23 58 65 Fans
- Section 23 58 90 Ductwork
- Section 23 59 40 Air Inlets and Outlets
- Section 23 59 90 Testing, Adjusting and Balancing

DIVISION 26/27:

ELECTRICAL

- Section 26 01 50 Basic Electrical Materials and Methods
- Section 26 05 19 Conductors and Cables
- Section 26 05 26 Grounding and Bonding
- Section 26 05 29 Hangers and Supports for Electrical Systems
- Section 25 05 33 Raceways and Boxes
- Section 26 05 53 Electrical Identification
- Section 26 51 19 Interior Lighting
- Section 27 51 23 Public Address

DIVISION 31:

EARTHWORK

- Section 31 31 16 Termite Control

END OF LIST

April 4, 2024 - Regular School Board Meeting

Title

C31 - Orange Park Elementary School Restroom Renovation Contract Award

Description

This project is listed in the Educational Facilities Work Plan. The selection was conducted in accordance with Florida Statute 287.055. The project was advertised for three (3) consecutive weeks with The Clay Today. The bid opening was held March 12, 2024 at 2:30 p.m. The project had two (2) qualified bidders.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Completion of Orange Park Elementary School Restroom Renovation.

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Award the construction contract to the low bidder meeting specifications, Thomas May Construction Company, the base bid in the amount of \$439,092.00.

Contact

Bryce Ellis, Assistant Superintendent Operations, (904) 336-6853, bryce.ellis@myoneclay.net,
Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Work Plan.

Review Comments

Attachments

[Orange Park Elementary Restroom Contract 4.4.24.pdf](#)



AIA® Document A101® – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the Fourth day of April in the year Two Thousand Twenty-four
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
Ph: (904) 336-6500

and the Contractor:
(Name, legal status, address and other information)

Thomas May Construction Company
310 College Drive
Orange Park, Florida 32065
Ph:904-272-4808

for the following Project:
(Name, location and detailed description)

Orange Park Elementary School Restroom Renovations
1401 Plainfield Avenue
Orange Park, FL 32073

The Architect:
(Name, legal status, address and other information)

Bhide & Hall Architects, P.A.
1329 Kingsley Avenue, Suite C
Orange Park, FL 32073
Ph; 904-264-1919

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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User Notes:

(1314091316)

TABLE OF ARTICLES

1	THE CONTRACT DOCUMENTS
2	THE WORK OF THIS CONTRACT
3	DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
4	CONTRACT SUM
5	PAYMENTS
6	DISPUTE RESOLUTION
7	TERMINATION OR SUSPENSION
8	MISCELLANEOUS PROVISIONS
9	ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- The date of this Agreement.
- A date set forth in a notice to proceed issued by the Owner.
- Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)
May 31, 2024

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

[] Not later than () calendar days from the date of commencement of the Work.

[X] By the following date: August 5, 2024

§ 3.3.2

(Paragraphs deleted)

N/A

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Four Hundred and Thirty nine Thousand and Ninety Two Dollars Only (\$439,092.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates – N/A

(Table deleted)

(Paragraphs deleted)

(Table deleted)

(Paragraph deleted)

§ 4.3 Allowances, if any, included in the Contract Sum:

(Paragraphs deleted)

N/A

(Table deleted)

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
Per Door Replacement Cost		\$875.00

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

In as much as failure to complete the project within the time fixed in the Agreement will result in substantial injury to the Owner, and as damages arising from such failure cannot be calculated with any degree of certainty, it is hereby agreed that if the project is not substantially completed, according to the definition of "substantial completion" in Section 00800 of the Specifications, or within such further time, if any, as in accordance with the provisions of the contract documents shall be allowed for substantial completion, the Contractor shall pay to the Owner as liquidated damages for such delay, and not as a penalty, (One thousand) (\$1,000.00) for each and every calendar day elapsing between the date fixed for substantial completion and the date such substantial completion shall have been fully accomplished, and (Five hundred) (\$500.00) for each and every calendar day elapsing between date fixed for Final Completion and the date such Final Completion shall have been fully accomplished. Said liquidated damages shall be payable in addition to any excess expenses or costs payable by the Contractor to the Owner under the provisions of the contract documents, except for Contractor's delays.

§ 4.6 Other:

(Paragraphs deleted)

N/A

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

Init.

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User Notes:

(1314091316)

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Contractors are encouraged to submit their applications on the same day of each month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect on the day selected by the contractor and approved, the Owner shall make payment of the certified amount to the Contractor not later than twenty-five (25) business days. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than twenty-five (25) business days after the Architect receives the Application for Payment.

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 Take that portion of the contract sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201-2017, General Conditions of the Contract for Construction.
- .2 Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction (or, if approved in advance by the Owner, suitably stored off site at a location agreed upon in writing), less retainage of five percent (5%), offsite storage of materials shall be in an insured facility approved by the owner's project manager..
- .3 Subtract the aggregate of previous payments made by the owner; and
- .4 Subtract amounts, if any, for which the architect has withheld or nullified a Certification for Payment as provided in Section 9.5 of AIA Document A201-2017.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statute 255.078 (2023)

(Paragraphs deleted)

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

All requirements are satisfied in accordance with the specification and all paragraphs in specification section 01 78 00 Contract Closeout -- of the Project Manual.

(Paragraphs deleted)

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201-2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(Paragraphs deleted)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201-2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

- Arbitration pursuant to Section 15.4 of AIA Document A201-2017
- Litigation in a court of competent jurisdiction
- Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201-2017.

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

(Paragraphs deleted)

Init.

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User Notes:

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§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:
(Name, address, email address, and other information)

Gregory Giuffre
Clay County District Schools
925 Center Street
Green Cove Springs, FL 32043
Ph: 904-336-6849

§ 8.3 The Contractor’s representative:
(Name, address, email address, and other information)

Keith Ward
Thomas May Construction Company
310 College Drive
Orange Park, Florida 32065
Ph:904-272-4808

§ 8.4 Neither the Owner’s nor the Contractor’s representative shall be changed without ten days’ prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6
(Paragraphs deleted)
N/A

§ 8.7 Other provisions: N/A

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor

.2 AIA Document A201™–2017, General Conditions of the Contract for Construction

(Paragraphs deleted)

.5 Drawings

Number	Title	Date
See Attached Exhibit 'A'	List of Drawings	02/01/2024

.6 Specifications

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User Notes:

(1314091316)

Section	Title	Date	Pages
Sec Attached Exhibit 'B'	Specifications – Table of Contents	02/01/2024	229

.7 Addenda, if any:
(Paragraphs deleted)

Number	Date	Pages
Addendum 01	03/01/2024	04
Addendum 02	03/06/2024	03

(Paragraphs deleted)

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

Ashley Gilhousen, Board Chair
(Printed name and title)

CONTRACTOR *(Signature)*

Keith Ward, President
(Printed name and title)

DRAFT

Init.

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Additions and Deletions Report for AIA® Document A101® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:28:30 ET on 03/13/2024.

PAGE 1

AGREEMENT made as of the Fourth day of April in the year Two Thousand Twenty-four

...

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
Ph: (904) 336-6500

...

Thomas May Construction Company
310 College Drive
Orange Park, Florida 32065
Ph:904-272-4808

...

Orange Park Elementary School Restroom Renovations
1401 Plainfield Avenue
Orange Park, FL 32073

...

Bhide & Hall Architects, P.A.
1329 Kingsley Avenue, Suite C
Orange Park, FL 32073
Ph: 904-264-1919

PAGE 2

[] Established as follows:

...

May 31, 2024

PAGE 3

[] By the following date: August 5, 2024

~~§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:~~

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User Notes:

(1314091316)

Portion of Work

Substantial Completion Date

N/A

...

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Four Hundred and Thirty nine Thousand and Ninety Two Dollars Only (\$439,092.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates – N/A

~~§ 4.2.1 Alternates, if any, included in the Contract Sum:~~

Item	Price
------	-------

~~§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)~~

Item	Price	Conditions for Acceptance
------	-------	---------------------------

~~§ 4.3 Allowances, if any, included in the Contract Sum: (Identify each allowance.)~~

N/A

Item	Price
------	-------

...

<u>Per Door Replacement Cost</u>	<u>\$875.00</u>
----------------------------------	-----------------

...

In as much as failure to complete the project within the time fixed in the Agreement will result in substantial injury to the Owner, and as damages arising from such failure cannot be calculated with any degree of certainty, it is hereby agreed that if the project is not substantially completed, according to the definition of "substantial completion" in Section 00800 of the Specifications, or within such further time, if any, as in accordance with the provisions of the contract documents shall be allowed for substantial completion, the Contractor shall pay to the Owner as liquidated damages for such delay, and not as a penalty, (One thousand) (\$1,000.00) for each and every calendar day elapsing between the date fixed for substantial completion and the date such substantial completion shall have been fully accomplished, and (Five hundred) (\$500.00) for each and every calendar day elapsing between date fixed for Final Completion and the date such Final Completion shall have been fully accomplished. Said liquidated damages shall be payable in addition to any excess expenses or costs payable by the Contractor to the Owner under the provisions of the contract documents, except for Contractor's delays.

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

N/A

PAGE 4

Contractors are encouraged to submit their applications on the same day of each month.

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User Notes:

(1314091316)

§ 5.1.3 Provided that an Application for Payment is received by the Architect ~~not later than the day of a month, on the day selected by the contractor and approved,~~ the Owner shall make payment of the certified amount certified to the Contractor not later than the day of the month, twenty-five (25) business days. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than ~~(—) twenty-five (25) business days~~ after the Architect receives the Application for Payment. (Federal, state or local laws may require payment within a certain period of time.)

...

- .1 ~~That portion of the Contract Sum properly allocable to completed Work;~~ Take that portion of the contract sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the Work by the share of the Contract Sum allocated to that portion of the Work in the schedule of values, less retainage of five percent (5%). Pending final determination of cost to the Owner of changes in the Work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A201-2017, General Conditions of the Contract for Construction.
- .2 ~~That~~ Add that portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed ~~construction, or, construction~~ (or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and in writing), less retainage of five percent (5%), offsite storage of materials shall be in an insured facility approved by the owner's project manager..
- .3 ~~That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.~~ Subtract the aggregate of previous payments made by the owner; and
- .4 Subtract amounts, if any, for which the architect has withheld or nullified a Certification for Payment as provided in Section 9.5 of AIA Document A201-2017.

PAGE 5

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statute 255.078 (2023)

§ 5.1.7.1.1 ~~The following items are not subject to retainage:~~

~~(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)~~

§ 5.1.7.2 ~~Reduction or limitation of retainage, if any, shall be as follows:~~

~~(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)~~

§ 5.1.7.3 ~~Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:~~

~~(Insert any other conditions for release of retainage upon Substantial Completion.)~~

§ 5.1.8 ~~If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201-2017.~~

§ 5.1.9 ~~Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.~~

...

All requirements are satisfied in accordance with the specification and all paragraphs in specification section 01 78 00 Contract Closeout – of the Project Manual.

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located. *(Insert rate of interest agreed upon, if any.)*

—%

...

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

...

Litigation in a court of competent jurisdiction

...

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201-2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

PAGE 6

Gregory Giuffre
Clay County District Schools
925 Center Street
Green Cove Springs, FL 32043
Ph: 904-336-6849

...

Keith Ward

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User Notes:

(1314091316)

Thomas May Construction Company
310 College Drive
Orange Park, Florida 32065
Ph:904-272-4808

...

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:
(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

N/A

§ 8.7 Other provisions: N/A

...

- ~~.2~~ — AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- ~~.3~~ — ~~2~~AIA Document A201™-2017, General Conditions of the Contract for Construction
- ~~.4~~ — AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013 incorporated into this Agreement.)

...

PAGE 7

<u>See Attached Exhibit 'A'</u>	<u>List of Drawings</u>	<u>02/01/2024</u>	
<u>See Attached Exhibit 'B'</u>	<u>Specifications – Table of Contents</u>	<u>02/01/2024</u>	<u>229</u>

...

Number	Date	Pages
--------	------	-------

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

~~.8~~ — Other Exhibits:
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

— AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017 incorporated into this Agreement.)

— The Sustainability Plan:

<u>TitleNumber</u>	<u>Date</u>	<u>Pages</u>
<u>Addendum 01</u>	<u>03/01/2024</u>	<u>04</u>
<u>Addendum 02</u>	<u>03/06/2024</u>	<u>03</u>

[] — Supplementary and other Conditions of the Contract:

<u>Document</u>	<u>Title</u>	<u>Date</u>	<u>Pages</u>
-----------------	--------------	-------------	--------------

9 — Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™ 2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, requirements are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)the bidding or proposal requirements are also enumerated in this Article 9.

...

Ashley Gilhousen, Board Chair

Keith Ward, President

DRAFT

Certification of Document's Authenticity
AIA® Document D401™ – 2003

I, _____, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 14:28:30 ET on 03/13/2024 under Order No. 2114509962 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

DRAFT

Orange Park Elementary School Restroom Renovations

School District of Clay County

SDCC Project No. C-26-23/24

Architect Project Number: BHA-202340

AIA A101-2017

EXHIBIT "A"

List of Contract Drawings: *Dated February 1, 2024*

General

- G000 Cover
- G001 General Notes, Abbreviations, and Symbols
- G002 General Project notes, Partition Types, and Misc. Details
- G007 Typ. Mounting Heights

Architectural

- A100 Overall Site Plan
- A101 Restrooms Building 1
- A102 Restrooms Building 1
- A103 Floor Plans Building 2
- A104 Floor Plans Building 3
- A105 Floor Plans Building 4
- A106 Floor Plans Building 4 & Building 5
- A107 Door Schedule, Legend, Wall Tile Pattern & Details

Mechanical

- M101 Schedules, Details & Notes
- M201 Building 2 & 3 – Restroom HVAC Floor Plans
- M202 Building 2 & 3 – Restroom HVAC Floor Plans
- M203 Building 4 – Restroom HVAC Floor Plans
- M204 Building 5 – Restroom HVAC Floor Plans

Plumbing

- P101 General Notes, Basis of Design & Details

- P201 Building 1 – Restroom Floor Plans
- P202 Building 2 & 3 – Restroom Floor Plans
- P203 Building 4 - Restroom Floor Plans
- P204 Building 5 - Restroom Floor Plans

Electrical

- E1.0 Electrical Legend, Notes, and Details
- E2.1 Building 1 Electrical Floor Plans
- E2.2 Building 2 & 3 Electrical Floor Plans
- E2.3 Building 4 Electrical Floor Plans
- E2.4 Building 5 Electrical Floor Plans

END OF LIST

DRAFT

Orange Park Elementary School Restroom Renovations

School District of Clay County

SDCC Project No. C-26-23/24

Architect Project Number: BHA-202340

AIA A101-2017

EXHIBIT "B"

Specifications Table of Contents: *Dated February 1, 2024*

DIVISION 0: PROCUREMENT AND CONTRACTING REQUIREMENTS

Section 00 00 90	Description of the Work
Section 00 11 16	Invitation to Bid
Section 00 20 00	Public Entity Crimes/Scrutinized Companies
Section 00 21 13	Instructions to Bidders
Section 00 41 00	Bid Proposal Form
Section 00 43 36	List of Subcontractors
Section 00 52 00	Agreement Forms
Section 00 61 00	Bonds and Certificates
Section 00 72 00	General Conditions
Section 00 73 00	Supplementary Conditions
Section 00 86 00	Purchasing of Project Documents
Section 00 90 00	Special Conditions

DIVISION 1: GENERAL REQUIREMENTS

Section 01 04 00	Coordination, Inspection and Protection
Section 01 04 20	Direct Purchasing
Section 01 11 00	Summary of Work
Section 01 25 00	Substitutions
Section 01 29 76	Progress Payments
Section 01 29 83	Testing Laboratory
Section 01 30 00	Submittals
Section 01 31 00	Job Site Administration
Section 01 32 26	Progress Reporting

Section 01 35 63 FGBC Requirements and Procedures
Section 01 41 00 Codes, Permits, and Fees
Section 01 50 00 Temporary Facilities
Section 01 56 23 Barriers
Section 01 66 00 Materials, Storage, and Protection
Section 01 73 29 Cutting and Patching
Section 01 74 00 Cleaning
Section 01 78 00 Contract Closeout
Section 01 78 39 Project Record Documents

DIVISION 4:

MASONRY

Section 04 22 00 Concrete Masonry Unit Work

DIVISION 7:

THERMAL AND MOISTURE PROTECTION

Section 07 42 13.19 Insulated Wall Panels
Section 07 92 00 Sealants and Caulking

DIVISION 8:

OPENINGS

Section 08 10 00 Hollow Metal Doors and Frames
Section 08 14 16 Flush Wood Doors
Section 08 71 00 Door Hardware

DIVISION 9:

FINISHES

Section 09 31 00 Tile
Section 09 67 00 Resinous Flooring
Section 09 90 00 Painting

DIVISION 10:

SPECIALTIES

Section 10 21 13 Solid Plastic Toilet Partitions
Section 10 28 13.13 Toilet Accessories

DIVISION 22:

PLUMBING

Section 22 50 10 Basic Plumbing Requirements
Section 22 51 90 Plumbing Identification
Section 22 54 00 Plumbing

DIVISION 23: HEATING, VENTILATING & AIR CONDITIONING (HVAC)

Section 23 50 10 Basic Mechanical Requirements
Section 23 51 90 Mechanical Identification
Section 23 58 65 Fans
Section 23 58 90 Ductwork
Section 23 59 40 Air Inlets and Outlets
Section 23 59 90 Testing, Adjusting and Balancing

DIVISION 26/27: ELECTRICAL

Section 26 01 50 Basic Electrical Materials and Methods
Section 26 05 19 Conductors and Cables
Section 26 05 26 Grounding and Bonding
Section 26 05 29 Hangers and Supports for Electrical Systems
Section 25 05 33 Raceways and Boxes
Section 26 05 53 Electrical Identification
Section 26 51 19 Interior Lighting
Section 27 51 23 Public Address

DIVISION 31: EARTHWORK

Section 31 31 16 Termite Control

END OF LIST

April 4, 2024 - Regular School Board Meeting

Title

C32 - Prequalification of Contractors

Description

Section 1013.46 of Florida Statutes requires School Boards to pre-qualify contractors prior to their being able to bid on construction projects for the district. The rules for pre-qualification are stipulated in the State Requirements for Educational Facilities (SREF). The attached list identifies the contractors to be approved this month. As this is an annual requirement, the attached list may contain both new contractors and contractors seeking to renew their pre-qualification status. Per Florida Statutes, only those contractors currently pre-qualified at the time of bidding may bid on a School Board construction project.

Gap Analysis

Contractor Pre-Qualification is an annual requirement.

Previous Outcomes

CCDS complies with contractor pre-qualification as required by Florida Statutes and SREF (State Requirements for Educational Facilities).

Expected Outcomes

CCDS will remain in compliance by certifying the contractors recommended for pre-qualification meet the requirements of Section 1013.46 FS, the State Requirements for Educational Facilities (SREF) and School Board Policy.

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve the attached Contractor Pre-qualification list.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

Dr. Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

None.

Review Comments

Attachments

☉ [Table for Board Backup Contractor Prequal, 4.4.24](#)

SBCC PRE-QUALIFIED CONTRACTORS

The following contractors are being submitted to the School Board for Contractor Pre-Qualification approval having met all requirements of Chapter 1013.46 F. S., as determined by the Pre-Qualification Committee consisting of Michael Kemp, Clayton Anderson, Bertie Staefe, Chris Deely-Isais and Beth Clark. The pre-qualification certification is valid for one year from the end of the month in which Board approval is obtained.

COMPANY	TRADE CATEGORY	BOND LIMIT	EXPIRATION DATE
Barber & Associates, Inc.	General and Roofing Contractor	\$15,000,000.00	April 30, 2025

DRAFT

April 4, 2024 - Regular School Board Meeting

Title

C33 - Orange Park High School Media Center Renovation Contract Award

Description

This project is listed in the Educational Facilities Work Plan. The selection was conducted in accordance with Florida Statute 287.055. The project was advertised for three (3) consecutive weeks with The Clay Today. The bid opening was held March 14, 2024 at 2:30 p.m. The project had three (3) qualified bidders.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Completion of Orange Park High School Media Center.

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Award the construction contract to the low bidder meeting specifications, Blackwater Construction Services, LLC, the base bid in the amount of \$935,000.00.

Contact

Bryce Ellis, Assistant Superintendent Operations, (904) 336-6853, bryce.ellis@myoneclay.net,
Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Work Plan.

Review Comments

Attachments

[Orange Park High School Media Center Renovation Contract 4.4.24.pdf](#)

 **AIA® Document A101® – 2017**

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the 4th day of April in the year 2024
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
(904) 669-6500

and the Contractor:
(Name, legal status, address and other information)

DD
3403 Blackwater Construction Services LLC
3715 NW 97th Blvd Suite *R 20 DD*
Gainesville, FL 32606
352-372-7220

for the following Project:
(Name, location and detailed description)

Orange Park High School Media Center Renovation
The project consists of an interior renovation of the existing 7,426 sf media center.
2300 Kingsley Avenue
Orange Park, FL 32073

The Architect:
(Name, legal status, address and other information)

kasper architects + associates
10175 Fortune Parkway #701
Jacksonville, FL 32256
(904)683-9201

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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User Notes:

TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

- The date of this Agreement.
- A date set forth in a notice to proceed issued by the Owner.
- Established as follows:
(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

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[] Not later than () calendar days from the date of commencement of the Work.

[X] By the following date: August 1, 2024

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
N/A	

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be Nine Hundred Thirty-Five Thousand Dollars (\$935,000.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
N/A	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
N/A		

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
N/A	

§ 4.4 Unit prices, if any:
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
N/A		

§ 4.5 Liquidated damages, if any:
(Insert terms and conditions for liquidated damages, if any.)

\$1,000.00 per day following substantial completion and \$500.00 per day following final completion

§ 4.6 Other:
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

N/A

Init.

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(1680832109)

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ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

The School Board of Clay County will make payments based on Florida Statute 218, Timely Payments for Purchase of Construction Services

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Contractors are encouraged to submit their application on the same day each month

§ 5.1.3 Provided that an Application for Payment is received by the Architect, the Owner shall make payment of the amount certified to the Contractor not later than 25 business days. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than Twenty-Five (25) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

(Paragraph deleted)

(Paragraph deleted)

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work as determined by multiplying the percentage completion of each portion of the work by the share of the contract sum allocated to that portion of the work in the schedule of values, less retainage of five percent (5%); Pending final determination of cost to the Owner of changes in the work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A.201-2017 General Conditions of the Contract for Construction;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing less retainage of five percent (5%); and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgement, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

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§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statutes 255.078.

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

N/A

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

N/A

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

N/A

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201-2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 The Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

All requirements are satisfied in accordance with specifications and Section 01 78 00-Contract Closeout

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

As required by Florida Statutes

Init.

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

- Arbitration pursuant to Section 15.4 of AIA Document A201–2017
- Litigation in a court of competent jurisdiction in Clay County
- Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.)

The Contractor shall be entitled to receive payment from the Owner on the same basis provided in Subparagraph 14.4. Termination by the Owner for Convenience, of the Supplemental Conditions.

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:

(Name, address, email address, and other information)

Joshua Goff, Project Manager
925 W. Center St.
Green Cove Springs, FL 32043
(904) 336-0128

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information)

DD
3403 Jack McDonald, Senior Project Manager/Operations
3745 NW 97th Blvd Suite B, 20
Gainesville, FL 32606 DD
352-283-5555

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

(Insert the date of the E203-2013 incorporated into this Agreement.)

- .5 Drawings

Number	Title	Date
C-2-23-24	Orange Park High School Media Center Renovation	01/29/2024

- .6 Specifications

Section	Title	Date	Pages
	Orange Park High School Media Center Renovation	01/29/2024	220

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.7 Addenda, if any:

Number	Date	Pages
Addendum #1	3/07/2024	

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below: (Insert the date of the E204-2017 incorporated into this Agreement.)

The Sustainability Plan:

Title	Date	Pages

Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

Ashley Gilhousen Board Chair
(Printed name and title)

CONTRACTOR (Signature)

Derek Dylces - President
(Printed name and title)

Init.

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Additions and Deletions Report for AIA® Document A101® – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 11:21:44 ET on 03/18/2024.

PAGE 1

AGREEMENT made as of the 4th day of April in the year 2024

...

School Board of Clay County
900 Walnut Street
Green Cove Springs, FL 32043
(904) 669-6500

...

Blackwater Construction Services LLC
3715 NW 97th Blvd Suite B
Gainesville, FL 32606
352-372-7220

...

Orange Park High School Media Center Renovation
The project consists of an interior renovation of the existing 7,426 sf media center.
2300 Kingsley Avenue
Orange Park, FL 32073

...

kasper architects + associates
10175 Fortune Parkway #701
Jacksonville, FL 32256
(904)683-9201

PAGE 2

[X] A date set forth in a notice to proceed issued by the Owner.

PAGE 3

[X] By the following date: August 1, 2024

...

N/A

...

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§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be ~~(\$—)~~, Nine Hundred Thirty-Five Thousand Dollars (\$935,000.00), subject to additions and deductions as provided in the Contract Documents.

...

N/A

...

N/A

...

N/A

...

N/A

...

\$1,000.00 per day following substantial completion and \$500.00 per day following final completion

...

N/A

PAGE 4

The School Board of Clay County will make payments based on Florida Statute 218, Timely Payments for Purchase of Construction Services

Contractors are encouraged to submit their application on the same day each month

§ 5.1.3 Provided that an Application for Payment is received by the Architect ~~not later than the day of a month, the Architect, the Owner shall make payment of the amount certified to the Contractor not later than the day of the month-~~ 25 business days. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than ~~(—)Twenty-Five (25)~~ days after the Architect receives the Application for Payment.

...

(Paragraph deleted)

~~§ 5.1.6 In accordance with AIA Document A201™ 2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:~~

- .1 That portion of the Contract Sum properly allocable to completed ~~Work~~ Work as determined by multiplying the percentage completion of each portion of the work by the share of the contract sum allocated to that portion of the work in the schedule of values, less retainage of five percent (5%); Pending final determination of cost to the Owner of changes in the work, amounts not in dispute shall be included as provided in Section 7.3.9 of AIA Document A.201-2017 General Conditions of the Contract for Construction;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance

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- by the Owner, suitably stored off the site at a location agreed upon in ~~writing~~ writing less retainage of five percent (5%); and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional ~~judgment~~ judgement, to be reasonably justified.

PAGE 5

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statutes 255.078.

...

N/A

...

N/A

...

N/A

...

- .1 ~~the~~ The Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and

...

All requirements are satisfied in accordance with specifications and Section 01 78 00-Contract Closeout

...

%—As required by Florida Statutes

PAGE 6

[] Litigation in a court of competent jurisdiction in Clay County

...

The Contractor shall be entitled to receive payment from the Owner on the same basis provided in Subparagraph 14.4. Termination by the Owner for Convenience, of the Supplemental Conditions.

...

Joshua Goff, Project Manager
925 W. Center St.
Green Cove Springs, FL 32043
(904) 336-0128
PAGE 7

Jack McDonald, Senior Project Manager/Operations
3715 NW 97th Blvd Suite B
Gainesville, FL 32606
352-283-5555

...

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C-2-23-24

Orange Park High School 01/29/2024
Media Center Renovation

...

Orange Park High School 01/29/2024 220
Media Center Renovation

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Addendum #1

3/07/2024

...

Ashley Gilhousen Board Chair

DRAFT

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4

Certification of Document's Authenticity
AIA® Document D401™ – 2003

I, Erik C. Kasper, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 11:21:44 ET on 03/18/2024 under Order No. 4104245321 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

DRAFT

April 4, 2024 - Regular School Board Meeting

Title

C34 - S. Bryan Jennings Fire Alarm Repair/Replacement Contract Award

Description

This project is listed in the Educational Facilities Work Plan. The selection was conducted in accordance with Florida Statute 287.055. The project was advertised for three (3) consecutive weeks with The Clay Today. The bid opening was held March 14, 2024 at 2:00 p.m. The project had one (1) qualified bidder.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Completion of S. Bryan Jennings Fire Alarm Repair/Replacement.

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Award the construction contract to the low bidder meeting specifications, T & M Electric of Clay County LLC, the base bid in the amount of \$499,682.00.

Contact

Bryce Ellis, Assistant Superintendent Operations, (904) 336-6853, bryce.ellis@myoneclay.net,
Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Work Plan.

Review Comments

Attachments

☉ [S. Bryan Jennings Fire Alarm Repair.Replacement 4.4.24.pdf](#)



AIA[®] Document A101[®] – 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the 4th day of April in the year 2024
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

Clay County School Board
900 Walnut Street
Green Cove Springs, FL 32043
Telephone Number: 904/336-6500

and the Contractor:
(Name, legal status, address and other information)
T & M Electric of Clay County, LLC
200 College Drive
Orange Park, FL 32065

for the following Project:
(Name, location and detailed description)
Fire Alarm Replacement at
S. Bryan Jennings Elementary (C-9-23/24)
215 Corona Drive
Orange Park, FL 32073

The Architect:
(Name, legal status, address and other information)
Haddad Engineering, Inc.
3030 Hartley Road, Suite 290
Jacksonville, FL 32257

The Owner and Contractor agree as follows.

ADDITIONS AND DELETIONS:
The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

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1 THE CONTRACT DOCUMENTS

2 THE WORK OF THIS CONTRACT

3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

4 CONTRACT SUM

5 PAYMENTS

6 DISPUTE RESOLUTION

7 TERMINATION OR SUSPENSION

8 MISCELLANEOUS PROVISIONS

9 ENUMERATION OF CONTRACT

DOCUMENTS EXHIBIT A INSURANCE

AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

The date of this Agreement.

A date set forth in a notice to proceed issued by the Owner.

Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

Not later than Ninety (90) calendar days from the date of commencement of the Work.

By the following date:

The work to be performed under this contract shall be commenced after receipt of the Notice to Proceed. The work shall Be substantially complete no later than August 2, 2024. The Work shall be finally completed no later than September 19, 2024.

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
-----------------	-----------------------------

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor’s performance of the Contract. The Contract Sum shall be Four hundred ninety nine, six hundred eighty two dollars (\$499,682.00), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price
N/A	

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
N/A		

§ 4.3 Allowances, if any, included in the Contract Sum:
(Identify each allowance.)

Item	Price
------	-------

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
------	-----------------------	-------------------------

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

In as much as failure to complete the project within the time fixed in the Agreement will result in substantial Injury to the Owner, and as damages arising from such failure cannot be calculated with any degree of Certainty, it is hereby agreed that if the project is not substantially completed, according to the definition of “substantial completion” in Section 00800, Article 9.11, of the Specifications, or within such further time, if any, as in accordance with the provisions of the contract documents shall be allowed for substantial completion, the Contractor shall pay to the Owner as liquidated damages for such delay, and not as a penalty, one thousand

dollars (\$1,000) for each and every calendar day elapsing between the date fixed for substantial completion and the date such substantial completion shall have been fully accomplished, and five hundred dollars (\$500) for each and every calendar day elapsing between date fixed for Final Completion and the date such Final Completion shall have been fully accomplished. Said liquidated damages shall be payable in addition to any excess expenses or costs payable by the Contractor to the Owner under the provisions of the contract documents, except for Contractor's delays.

§ 4.6 Other: N/A

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

Contractors are encouraged to submit their application on the same day each month.

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the day of the month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than twenty-five (25) days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™-2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201-2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201-2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

Retainage in the amount of five percent (5%) will be withheld in accordance with Florida Statute 255.078.

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

N/A

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201-2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201-2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than twenty-five (25) days after the issuance of the Architect's final Certificate for Payment, or as follows:

All requirements are satisfied in accordance with the specifications and all paragraphs in Section 01700 – Contract Closeout – of the Project Manual.

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

NA %

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201-2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

Arbitration pursuant to Section 15.4 of AIA Document A201–2017

Litigation in a court of competent jurisdiction in Clay County

Other *(Specify)*

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.)

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner’s representative:

(Name, address, email address, and other information)

Jeffery Marks, Project Manager
925 W. Center St.,
Green Cove Springs, FL 32043
Tel: 904/336-6821

§ 8.3 The Contractor’s representative:

(Name, address, email address, and other information)

Dan Newton, Project Manager (Tel: 904/272-0272)
T&M Electric of Clay County, LLC
200 College Drive
Orange Park, FL 32065
Email Address:
dan@tmelectricinc.com

§ 8.4 Neither the Owner’s nor the Contractor’s representative shall be changed without ten days’ prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™-2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

§ 8.7 Other provisions:

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

.1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor

.2 Drawings (Refer to attached Index of Drawing)

Number	Title	Date
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.3 Specifications (Refer to attached Table of Contents)

Section	Title	Date	Pages
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.4 Addenda, if any:

Number	Date	Pages
1	02-29-2024	2

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.5 Other Exhibits:

(Paragraph deleted)

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

Ashley Gilhousen, Board Chair
(Printed name and title)



CONTRACTOR *(Signature)*

Daniel R. Newton, Vice President
(Printed name and title)

DRAFT

Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Jeffery Marks, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 17:30:27 ET on 03/18/2024 under Order No. 2114518600 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ - 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

April 4, 2024 - Regular School Board Meeting

Title

C35 - Substantial and Final Completion of Fleming Island High School Replace Batting Practice Building and Erosion Control

Description

Establish a Substantial and Final Completion date for audit purposes and as required by the State Requirements for Educational Facilities (SREF) and Florida Statutes. The project, as determined by the Project Manager and Project Architect/Engineer, has reached Substantial Completion on March 15, 2024 and Final Completion on March 15, 2024 in accordance with the project documents.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve Substantial and Final Completion.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,
Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

None.

Review Comments

Attachments

[FIH Batting Practice Building Substantial and Final Completion.pdf](#)

Clay County District Schools Certificate of Substantial Completion

Having completed all requirements as outlined within the project specifications and drawings, I certify that the project listed below is substantially completed and has been constructed in accordance with said documents.

Project Title: Replace Batting Practice Building and Erosion Control

School: Fleming Island High School

SDCC Project Number: C-18-21/22

OEF Project Number: N/A

Project Architect: Bhide & Hall Architects

Project Contractor: Gary Bailey Construction

Date of Substantial Completion: 3/15/2024



Signature: Contractor

Date : 3-18-2024



Signature: Architect/Engineer

Date: 3/15/2024



Signature: Project Manager

Date: 3/15/2024



Signature: Code Enforcement

Date: 3/15/24

Clay County District Schools Certificate of Final Completion

Having completed all requirements as outlined within the project specifications and drawings, I certify that the project listed below has reached final completion and has been constructed in accordance with said documents.

Project Title: Replace Batting Practice Building and Erosion Control

School: Fleming Island High School

SDCC Project Number: C-18-21/22

OEF Project Number: N/A

Project Architect: Bhide & Hall Architects

Project Contractor: Gary Bailey Construction

Date of Final Completion: 3/15/2024


Signature: Contractor Date: 3-18-2024


Signature: Architect/Engineer Date: 3/15/2024


Signature: Project Manager Date: 3/15/2024


Signature: Code Enforcement Date: 3/15/24

April 4, 2024 - Regular School Board Meeting

Title

C36 - Substantial and Final Completion of Middleburg High School Cafeteria Expansion

Description

Establish a Substantial and Final Completion date for audit purposes and as required by the State Requirements for Educational Facilities (SREF) and Florida Statutes. The project, as determined by the Project Manager and Project Architect/Engineer, has reached Substantial Completion on December 1, 2023 and Final Completion on March 15, 2024 in accordance with the project documents.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

N/A

Strategic Plan Goal

Ensure fiscal responsibility through the effective management of district operations in an effort to maximize available resources necessary to provide an environment that is safe, efficient, and conducive to learning.

Recommendation

Approve Substantial and Final Completion.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,
Michael Kemp, Director of Facility Planning & Construction, (904) 336-6824, michael.kemp@myoneclay.net

Financial Impact

None.

Review Comments

Attachments

[MHS Cafeteria Expansion Substantial and Final Completion.pdf](#)

Clay County District Schools Certificate of Substantial Completion

Having completed all requirements as outlined within the project specifications and drawings, I certify that the project listed below is substantially completed and has been constructed in accordance with said documents.

Project Title: Cafeteria Expansion

School: Middleburg High School

SDCC Project Number: C-33-19/20

OEF Project Number: N/A

Project Architect: Bhide & Hall Architects

Project Contractor: Blackwater Construction

Date of Substantial Completion: 12/1/2023

Signature:  _____
Contractor

Date: 3/18/2024

Signature:  _____
Architect/Engineer

Date: 3/15/2024

Signature:  _____
Project Manager

Date: 3/15/2024

Signature:  _____
Code Enforcement

Date: 3/15/24

Clay County District Schools Certificate of Final Completion

Having completed all requirements as outlined within the project specifications and drawings, I certify that the project listed below has reached final completion and has been constructed in accordance with said documents.

Project Title: Cafeteria Expansion

School: Middleburg High School

SDCC Project Number: C-33-19/20

OEF Project Number: N/A

Project Architect: Bhide & Hall Architects

Project Contractor: Blackwater Construction

Date of Substantial Completion: 3/15/2024



Signature: Contractor Date: 3/18/2024



Signature: Architect/Engineer Date: 3/15/2024



Signature: Project Manager Date: 3/15/2024



Signature: Code Enforcement Date: 3/15/24