School Board of Clay County

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

March 5, 2026 - Regular School Board Meeting

Date: Mar 05 2026 (6:00 p.m.)

Student Showcase (Paterson Elementary)

Invocation (Pastor Mike Moxley, Fleming Island United Methodist Church)

Pledge of Allegiance

Call to Order

Recognitions and Awards

1. Scholastic Art Awards Winners

2. Student Composition Contest Winners

3. Recognition of Student-Athletes' Achievements and State Champions

Presenters

School Showcase (Paterson Elementary, Principal John O'Brian)

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

Discussion Agenda

Human Resources

4. D1 - Human Resources Special Action A

5. D2 - Human Resources Special Action B

Consent Agenda

Superintendent

6. C1 - Minutes of School Board Workshop on January 27, 2026; Student Hearings and Regular Meeting on February 5, 2026

- 2026 Jan 27 Workshop.pdf
- 2025 Feb 5 Student Hearings.pdf (Confidential)
- 2025 Feb 5 Regular Meeting.pdf

7. C2 - Proclamation #26-12, Clay County Agricultural Fair

- Proclamation 26-12 2025 Clay County Fair.pdf

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Human Resources

8. C3 - Personnel Consent Agenda

Personnel Consent Agenda - March 2026.pdf

9. C4 - Appointment of Clay County School Board's CCEA and CESPA Bargaining Team Members for 2026-2027

2026-2027 District Bargaining Team Members.pdf

10. C5 - Complete Salary Schedule 2025-2026

For Board Approval-2025-2026 Salary Schedule.pdf

Instruction-Exceptional Student Education

11. C6 - 25-26 Public Consulting Group, Inc. (PCG) Contract for Medicaid Reimbursement Services.

260003 Public Consulting Group, Inc PCG.pdf

Instruction-K-12 Academic

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

March 2026 Student Travel.pdf

13. C8 - Proposed Florida Youth Challenge Academy Student/Employee Calendar for 2026-2027 School Year

FLYCA 2026-2027 Calendar rev.pdf

Instruction-Climate and Culture

14. C9 - Proclamation of School Social Work Week for March 2-8 to recognize the importance and contribution of School Social Workers to the academic success of students.

2026-school-social-work-week-proclamation_1.pdf

Business Affairs

15. C10 - Proposed Allocation Changes for 2025-2026

03.05.26 - 25-26 Allocation Summary.pdf

Business Affairs-Accounting

16. C11 - Monthly Financial Reports January 2026

Financial Report Jan-2026.pdf

17. C12 - Budget Amendment Report for January 31, 2026

January 2026 Budget Amendment Stmt.pdf

Business Affairs-Payroll

18. C13 - Approval of the 2026-2027 Payroll Calendars

2026-2027 Payroll Calendars_Pending Board Approval.pdf

Business Affairs-Property

19. C14 - Deletion of Certain Items Report - February, 2026

DELETION ANALYSIS Feb. 2025- 2026 - Sheet1.pdf

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MONTHLY DELETION REPORT - FEB 2026.pdf

Business Affairs-Purchasing

20. C15 - BID Renewals

21. C16 - RFP to be Awarded

4 RFP 25-MI-90 Award _ FCC Form 470 260006014 26SBCC-470_C2.pdf

Operations-Facilities

22. C17 - Clay County Utility Authority Right-of-Way Easement for the Rideout Elementary School Entrance Along Henley Road

260063 CCUA Easement for Rideout Elementary Henley Rd Access.pdf

23. C18 - Approval of the Certification of the 2026 Florida Inventory of School Houses (FISH) Data

2025-2026 FISH_Certification_LAsigned.pdf

24. C19 - Prequalification of Contractors

March 2026 table-for-board-backup-contractor-prequal-.docx - Google Docs.pdf

25. C20 - Substantial and Final Completion of Shadowlawn Elementary School HVAC Repair/Replacement

SLE HVAC Substantial and Final Completion Certs.pdf

26. C21 - Final Plans and Specifications for Wilkinson Junior High School Window Replacement.

WJH Update Windows Quote-C-11-2526 20260212.pdf

27. C22 - Fleming Island High School Fire Alarm Repair/Replacement Contract Award.

AIA Agreement-FIH C-49-2526-20260212.pdf

PM Justification FIH C-49-2526 20260212.pdf

28. C23 - Ridgeview High School Fire Alarm Repair/Replacement Contract Award.

AIA Agreement-RHS C-52-2526 20260212.pdf

PM Justification RHS C-52-2526 20260212.pdf

29. C24 - Rideout Elementary School Fire Alarm Repair/Replacement Contract Award.

AIA Agreement-ROE C-76-2526- 20260212.pdf

30. C25 - Change Order #5 for Orange Park High School Gym/Locker Room Renovation.

CHO#5-OPH-C-33-2425 20260212.pdf

Adoption of Consent Agenda

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

CCEA Update

CESPA Update

Superintendent's Update and Presentations

School Board Attorney Remarks

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School Board Member Remarks

Adjournment

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

Scholastic Art Awards Winners

Description

These students were recognized at the 2026 Northeast Florida Scholastic Art Awards:

- -Ethan Adams, Clay High, Silver Key
- -Maria Tesack, Clay High, Honorable Mention
- -Hailey Nalepa, Clay High, 4 Gold Keys, 1 Silver Key, 3 Honorable Mentions
- -Harlie Wilson, Clay High, 1 Gold Key, 1 Honorable Mention
- -Kate Wilkening, Clay High, 1 Gold Key, 2 Silver Keys
- -Sarah Hampton, Clay High, Honorable Mention
- -Tehani Limary, Clay High, Gold Key
- -Charlotte Viviers, Fleming Island High, 3 Gold Keys
- -Jaden Poole, Fleming Island High, 5 Gold Keys, 6 Silver Keys
- -Jaden Poole, Fleming Island High, National Gold Medal
- -Sara Gerbert, Green Cove Springs Junior High, Honorable Mention
- -AvaMarie Arnold, Lake Asbury Junior High, Gold Key
- -Emma Gibson, Lake Asbury Junior High, Silver Key
- -Evie Terminello, Lake Asbury Junior High, Honorable Mention
- -Jasmine Castro, Lake Asbury Junior High, Honorable Mention
- -Kahlan Stout, Lake Asbury Junior High, Silver Key
- -Masyn Doke, Lake Asbury Junior High, Honorable Mention
- -Rebecca Swearengin, Lake Asbury Junior High, Honorable Mention
- -Jasmine Champ, Lakeside Junior High, Honorable Mention
- -Amanda Land, Oakleaf High, 1 Silver Key, 2 Honorable Mentions
- -Gisele Marinos, Oakleaf High, 2 Silver Keys, 3 Honorable Mentions
- -Gloria Lewis, Oakleaf High, 2 Silver Keys, 1 Honorable Mention
- -Kennedy Williams, Oakleaf High, 1 Gold Key, 1 Silver Key, 2 Honorable Mentions
- -Ryleigh DiFiore, Oakleaf High, Honorable Mention
- -Veronika Romero, Oakleaf High, 1 Silver Key, 1 Honorable Mention

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Contact

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

DRAFT

Financial Impact

Review Comments

Attachments

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

Student Composition Contest Winners

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

March 5, 2026 - Regular School Board Meeting

Title

Recognition of Student-Athletes' Achievements and State Champions

Description

Gap Analysis

Previous Outcomes

Expected Outcomes

Strategic Plan Goal

Recommendation

Contact

Christina Thompson, Coordinator of District Athletics, christina.thompson@myoneclay.net

Financial Impact

Review Comments

Attachments

DRAFT

March 5, 2026 - 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

DRAFT

March 5, 2026 - 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

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C1 - Minutes of School Board Workshop on January 27, 2026; Student Hearings and Regular Meeting on February 5, 2026

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

Financial Impact

None

Review Comments

Attachments

- 2026 Jan 27 Workshop.pdf
- 2025 Feb 5 Student Hearings.pdf (Confidential)
- 2025 Feb 5 Regular Meeting.pdf

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

January 27, 2026 - School Board Workshop

Date: Jan 27 2026 (9:00 a.m.)

Invocation (Erin Skipper)

Pledge of Allegiance

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

Workshop Items

1. Financial Renaissance Plan

Financial Renaissance- Board Review.pdf

Minutes:

Superintendent Broskie shared the attached comprehensive visual presentation addressing a budget plan for Clay County District Schools and highlighting the following:

- Statewide Financial Challenges
- Previous Action Steps
- Strategic Financial Goals
- Highlights
- Next Steps

Mr. Broskie proposed increasing revenue for employee compensation through the one mill. Mrs. Hanson advised that she does not see any other way to support teacher compensation and wants to ensure support staff are included in the plan to provide fair and competitive pay. She supports the utilization of one mill funds for compensation. Mrs. Clark also voiced support for increased compensation for all employees. Mrs. Gilhousen discussed the fiscal responsibility of the board to pay employees and noted that the one mill would provide the opportunity to maximize the revenue with flexibility, transparency, and leadership. Mrs. Skipper believes the one mill is crucial to support employee pay because current funding in Clay County is so heavily dependent on the state, making the one mill the only option to address compensation. Other considerations included the continuation of the one mill and the precise wording of the resolution/referendum. Mr Alvero supported Mrs. Hanson's earlier comments re employee compensation. Mr. Broskie shared a proposed timeline for the one mill renewal, and he noted that the contract for School Resource Officer services through Clay County Sheriff's Office would need to be canceled or restructured absent the one mill funding.

2. White Fleet Management System

Clay County Schools- Lifecycle Presentation 1-27-26.pdf

Minutes:

JeanRene Bordes, Account Executive, Enterprise Fleet Management, shared the attached visual presentation of a fleet lifecycle analysis. The district's current fleet size totals 241 vehicles, valued at $2,989,090. Recent safety enhancements and their impact were reviewed. Ten-year savings for this proposal would total $667,620, with a total savings impact of $1,452,885. Enterprise Fleet Management would provide a vehicle plan customized to meet needs with the goal of minimizing and reducing all costs associated with operating a vehicle to arrive at the lowest cost of ownership, with a focus on the following:

- Vehicle financing and acquisition costs
- Monitoring operating costs
- Solid replacement strategy
- Vehicle and driver safety

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- Administrative time and effort

Mrs. Skipper asked about the flexibility to purchase more affordable vehicles that align with the district's needs, and she would like to review a dollar-for-dollar analysis. Mrs. Hanson noted the value inherent in an open-ended lease and she appreciated the cost-saving aspect and predictive costs associated with the maintenance program. Mr. Bordes advised that the contracts do not have committed terms, and the district retains the flexibility to discontinue the program as desired.

Mr. Alvero appreciated the comparative review of the current offering to the prior five years.

Mrs. Clark stated that this is one of the best lease systems she has seen, noting that operational savings will not be known until they are actually realized. She regretted the number of vehicles with so little mileage and asked about the difference in the insurance cost between leasing and owning. Mr. Bordes advised that the safety features on newer vehicles help even out the cost and that there will be reduced insurance costs based on sheer reduction of the fleet.

Mrs. Gilhousen suggested consideration for a review of the policy that governs mileage reimbursement vs driving a district vehicle. Mr. Broskie advised that the mileage reimbursement amount is set by the state, and maximum reimbursement amounts are set forth in policy. He advised that Enterprise has expertise in this area that district personnel lack, and this is a viable way to maximize funding. Criteria for receiving a car can be examined and prioritized.

Mrs. Skipper would like to review this annually to assess continued cost effectiveness. Mr. Alvero asked how the district would take care of what happens, with a 5-year lease, if the program is no longer wanted after one year. Mr. Bordes advised that the district would not be locked into anything and only authorized signers are able to accept leases. There are no minimums, and business with Enterprise can be terminated when desired. Mrs. Hanson thanked the district for embracing new "out of the box" strategies.

At the conclusion of this presentation, a recess was taken from 11:06 a.m., and the meeting resumed, with the Transportation Update presentation, at 11:15 a.m.

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3. Transportation Update

Transportation Update - January 2026.pdf

Minutes:

Roxanne Chiaramonte, Director of Transportation, shared the attached visual presentation to provide a mid-year update on transportation, staffing, and the Chipmunk App. The first half of the year counts for 2025/2026 reflect 12,840 student riders. There are currently twelve open route positions, which are covered by credentialed trainers, routers, area managers, and office staff. The Chipmunk App has enabled a single integrated platform and faster information sharing. Tentatively by summer, route merging will be communicated to the drivers' tablets, allowing the merging of an entire route or stops as needed. The results of a customer satisfaction survey were shared, reflecting 4 out of 5 stars were earned.

Elizabeth Buschbacher requested information on how parents can communicate with transportation when changes that affect bus routes occur. She noted that, when double-backs are used, getting through to transportation has been very difficult, with 20-40-minute hold times, and the front desks at schools are no longer available at that time. Ms. Chiaramonte noted that transportation office staff are covering routes at times and that callers experiencing long holds are advised to hang up and call in again as that should not be happening. She will double-check to ensure the phone lines are functioning as they should. There is a new feature called "substitutes" that drivers have been using for two weeks that allows the driver to provide double-back information on the second route to parents so parents can see that the bus is active and able to be followed.

Mrs. Hanson proposed using technology to provide a recording to provide an update for parents calling in to transportation. Mr. Alvero suggested firefighters who are off-cuty could cover buses for absent drivers. Ms. Chiaramonte advised all bus drivers would need to have their Commercial Driver's License (CDL) and successfully complete district training to operate a bus.

4. Code of Conduct Discussion (Bullying)

February Board Workshop Bullying Presentation.pdf

Minutes:

Kevin Staefe, Coordinator of Student Engagement, and Sarah Brennan, Principal, Tynes Elementary School, shared the attached visual presentation re bullying. Bullying, as defined by the Florida Department of Education, was discussed, and examples of bullying were provided. Board policy on bullying and the implementation of policy as outlined in the Family Handbook and Code of Student Conduct as well as strategies to address inappropriate student interactions and student instruction on anti-bullying were outlined. Current programs that address bullying include Positive Behavioral Intervention and Supports (PBIS), Multi-Tiered System of Supports (MTSS), and OneClay Culture, which continues to expand and evolve to provide developmentally appropriate materials. External partnerships also exist to strengthen anti-bullying education.

Board discussion included a description of the legal obligations and authority re cyberbullying, when school districts become involved with off-campus bullying, confirmation that the Code of Conduct mirrors the language in board policy, the three elements of power that may be present in bullying, the recording of secondary or related offenses, and shifts in reporting trends.

Mrs. Hanson appreciated the universal anti-bullying program that is well thought out and aggressive. She advised that bullying is more widespread than the reported numbers due to many instances that are not reported. She recommends the Student Code of Conduct be more accessible and written in a way that is more easily understood so there is no breakdown with accessibility to the knowledge. She believes there should be different Student Codes of Conduct for elementary and secondary that are separate from the Family Handbook, user-friendly, and linked in a way that requires parents and students to acknowledge the information at the beginning of each school year. She also indicated the need for a safe and confidential place to report bullying.

Mr. Alvero supported different Codes of Conduct for elementary and secondary. Mrs. Clark advised she would give this further thought and noted that teachers assisting the students in reading the Code of Conduct is essential. Mrs. Skipper expressed the need to clearly show examples of what is and is not permitted and suggested the creation of a "cheat sheet" for common offenses. She also recommended researching how neighboring counties manage these guidelines to determine if there are ideas that would be beneficial for Clay County District Schools.

5. Enrollment Marketing - Strategies for Growth, Engagement, and Support

Marketing and Enrollment.pdf

Minutes:

Sabrina Thomas, Chief Communication and Engagement Officer, shared the attached visual presentation, which addresses strategies for growth, engagement, and support for student enrollment. The Communications Department's current work drives student success through three core components: digital management and training, media and public relations, and creative content and branding. The purpose of the CCDS Marketing Plan is to strategically increase enrollment through targeted communications, improved digital experiences, and a focus on community engagement. Primary goals of the Marketing Plan include the following:

- Digital Excellence and Brand Storytelling
- Capturing the Entry Points (to ensure long-term retention)
- Pathways Marketing (spotlighting the variety of special programs at various schools)

Board members noted increased communication overall with the use of Apptegy. Mrs. Skipper suggested a banner or graphic for School Choice. She advised that Career and Technical Education (CTE) has opportunities for schools to earn business, of which the community is unaware, and noted the advantage of highlighting these options to generate funds that are returned to student programs. Expanded participation at Fair Day was also discussed. Mailers targeting K-2, CTE, and School Choice programs were suggested to showcase the variety of programs offered and increase enrollment. The importance of a social media presence was discussed, and Mrs. Hanson indicated her continued support for a dedicated marketing person.

6. Review of Media Policy (Community Standards Rubric)

Proposed Community Standards Revisions.pdf

Minutes:

Mrs. Hanson appreciated the efforts of Roger Dailey, Chief Academic Officer, for his collaboration on additional language for community standards. She distributed proposed revisions to board members that stated address new themes and strengthen guidelines for purchasing. The board members gave consensus to revise the current community standards as proposed. Jeremiah Blocker, School Board Attorney, and Mr. Dailey confirmed their support.

7. Review Draft Agenda for Regular School Board Meeting on February 5, 2026

February-5-2026-regular-school-board-meeting_agenda_packet.pdf

Minutes:

Superintendent Broskie advised that he is available to provide any additional information or respond to questions board members may have about any of the agenda items.

8. *Safety and Security Quarterly Update (closed to public)*

Minutes:

This item was addressed following the conclusion of all other items and business, after a recess was taken at 1:43 p.m. **This portion of the meeting was closed to the public (1:54 p.m. - 2:34 p.m.).**

Questions from the Audience (See minutes for Item #3 Transportation Update)

Superintendent Comments (None)

School Board Attorney Comments (None)

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School Board Comments (None)

Adjournment (2:34 p.m.)

Superintendent of Schools

School Board Chair

DRAFT

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

February 5, 2026 - Regular School Board Meeting

Date: Feb 05 2026 (9:00 a.m.)

Student Showcase (Oakleaf Village Elementary, Martha Reid (Music) and Michelle Levinson (Art))

Invocation (Pastor Erico Latham, Celebration Church, Orange Park)

Pledge of Allegiance

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

Recognitions and Awards

1. Winners of the Len Mattiace Foundation contest, "Stop the Bullying"

Minutes:

Kellie Guilfoyle, Director of Climate and Culture, introduced Len Mattiace, who recognized the winners of the Len Mattiace Foundation Anti-Bullying Campaign, a contest open to students in grades 6 through 8. Students submitted artwork/projects incorporating the themes of kindness, inclusion, and compassion. The top student winner received a $1,000 award.

Len Mattiace Foundation Anti-Bullying Campaign Winners

- 1st Place - Brooklyn Watt, Lakeside Junior High, "The Friendship Pact" short story

2. Recognize Schools Earning the Florida Department of Education's Purple Star School of Distinction

Minutes:

Kellie Guilfoyle, Director of Climate and Culture, and Captain Ryan Dexter (Commanding Officer NAS JAX) recognized five (5) schools for achieving the designation by the Florida Department of Education as a 2025 Purple Star School of Distinction. This designation recognizes schools that support the unique needs of military families through the implementation of activities. Each school maintains the awarded designation for a period of three years. Schools being recognized are:

- Fleming Island Elementary School
- Fleming Island High School
- Green Cove Springs Junior High School
- Ridgeview High School
- Thunderbolt Elementary School

3. Recognition of Academic Team Champions

Minutes:

Treasure Pickett, Chief of Secondary Education, and Paula Summers, Academic District Coordinator, recognized the academic team student champions as follows:

Junior High School Champion - Wilkinson Junior High, Coach Steven Doughty

- Anthony Alvarez
- Gracie Bodway
- Ryael Joshua Centeno
- Reese Cohen

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- Rose-Angeni Cross
- Ella Dugger

High School Junior Varsity Champion - Clay High, Coach Vicki Miller

- Sophia Allen
- Brooklyn Jackson
- MaKayla Martinez
- Christian Miller
- Henry Porter
- Aiden Schaeffer

High School Varsity Champion - Fleming Island High, Coach Brian Gartner

- Shayla Abbas
- Lincoln Bailey
- Ben Bangkrasor
- Danil Frakt
- Evan Hanner
- Sophia Jiang
- Kennedy Keuning
- Alex Kirk
- Roman Kolosovskiy

4. Recognition of All State Student Musicians

Minutes:

Chris Gugel, Fine Arts Specialist, recognized the following All-State Performing Musicians as follows:

2026 All-State Student Performers

- Emily Belmontes, LAJ, Middle School Treble Choir, Soprano
- Anna Lovelace, LAJ, Middle School Treble Choir, Soprano
- Makayla Saucer, LAJ, Middle School Treble Choir, Soprano
- Lindsay Taylor, LAJ, Middle School Treble Choir, Soprano
- Jonathon Mach, LJH, Middle School Honors Band, French Horn
- Emily Summers, OLJ, Middle School Band, Clarinet
- Aiden Schaeffer, CHS, High School TTBB Chorus, Bass 1
- Valeria Araujo, FIH, High School Honor Band, Tuba
- Alexander Kirk, FIH, High School Honor Band, Trombone
- Luke Reid, FIH, High School TTBB Chorus, Bass 1
- Reagan Sames, KHH, High School Honor Band, Tuba
- Nathan Carncross, MHS, High School, TTBB Chorus, Tenor
- Adelyn Chaon, MHS, High School Treble Chorus, Soprano
- Owen Stevens, MHS, High School Mixed Chorus, Tenor
- Calise Wheeler, MHS, High School Mixed Chorus, Soprano
- Aleah Breedlove, OHS, High School SSAA Chorus, Soprano 2
- Brooke Cole, OPH, High School Honor Band, French Horn
- Riley Mustard, OPH, High School Honor Band, Trumpet
- Janaya Francis, RHS High School Honors Band
- Lillian Michel, RHS High School SSAA Chorus, Soprano 1

5. Recognition of 2025-2026 School Related Employee of the Year Teacher of the Year, and Rookie of the Year

Minutes:

Kevin Leary, Supervisor of Personnel Services for Human Resources, and Carolyn Krall, President of Clay Education Foundation, recognized the following Individuals for their distinction:

- Kyleigh Edenfield, Middleburg Elementary, Rookie Teacher of the Year
- Dorothy Bailey, Grove Park Elementary, Teacher of the Year
- Jenner Pereda, Ridgeview High, School-Related Employee of the Year

Presenters

6. Quarterly Presentation of Office of Safe School Data

Minutes:

DRAFT

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

For the second quarter of the 2025-2026 school year, Clay County District Schools had nine (9) schools inspected or reinspected by the Florida Department of Education of Safe Schools. This represents approximately 20 percent of district schools. Every inspected school was found to have no school safety requirement deficiencies.

Mr. Boyack expressed his gratitude to school leaders, teachers, and support staff for their dedication to maintaining safe learning environments through their commitment to daily vigilance and attention to detail. He thanked the school board and superintendent for their strong leadership and support in ensuring Clay County excels in both the letter and spirit of the law to protect students and staff.

7. Career and Technical Education Presentation

2026 CTE Month .pdf

Minutes:

Alice Paulk, Supervisor of Career and Technical Education, shared the attached visual presentation highlighting the wide variety of CTE programs offered in Clay County District Schools. College and Career Coach visits to junior high schools and junior high visits to high schools to view programs have increased student engagement. A Comprehensive Local Needs Assessment (CLNA) was completed to obtain input of business partners and stakeholders to develop the Career and Professional Education (CAPE) Strategic Plan. Industry certifications earned for the 2024-2025 school year totaled 3,291, an increase of 1.375 over the previous school year. Over 11,000 students are enrolled in CTE programs. Additions to the CTE program will include advanced manufacturing at Oakleaf High and Orange Park High.

School Showcase (Oakleaf Village Elementary , Principal Jason Martin)

Presentations from the Audience (Public Comment on Specific Agenda Items) (None)

Discussion Agenda

Human Resources

8. D1 - Human Resources Special Action A

Minutes:

There was no Human Resources Special Action A.

9. D2 - Human Resources Special Action B

Minutes:

There was no Human Resources Special Action B.

Consent Agenda

Superintendent

10. C1 - Minutes of School Board Workshop on December 16, 2025; Regular Meeting on January 8, 2026

2025 Dec 16 Workshop.pdf

2025 Jan 8 Regular Mtg.pdf

Human Resources

11. C2 - Personnel Consent Agenda

Personnel Consent Agenda_February 2026.pdf

12. C3 - Ratification of the 2025-2026 Amendment to the 2023-2024 through 2025-2026 Master Contract between the Clay Education Support Professional Association Local 7409 and the Clay County School Board.

Ratification Packet - CESPA.pdf

Instruction-Academic Services

13. C4 - Proclaim February 2026 as Black History Month in Clay County Public Schools

DRAFT

Feb. 5, 2026 - Black History Month Proclamation 26-09 .docx.pdf

14. C5 - Elementary Student Out of State Travel

Paterson Elementary Out Of State Travel 031126.pdf

Doctors Inlet Elementary Out of State Travel 052226.pdf

Orange Park Elementary Out of State Travel 051426.pdf

Charles E Bennett Out of State Travel 052126.pdf

Instruction-Career and Technical Education

15. C6 - PROCLAMATION #26-10 FOR CAREER AND TECHNICAL EDUCATION MONTH

CTE Proclamation Feb 2026.pdf

Instruction-Exceptional Student Education

16. C7 - 2026 Exceptional Student Education Extended School Year (ESY) Calendar

2026 Extended School Year Summer Programs Calendar - Extended School Year (ESY) 2026.pdf

Instruction-Instructional Resources

17. C8 - Approval to Advertise the Adoption and Set the Public Hearing for April 2, 2026 of 6-12 English Language Arts, 9-12 World Languages, and 6-12 Career and Technical Education (CTE)

2025-2026 Adoption NOTICE OF APPROVAL TO ADVERTISE SB Policy.pdf

25 26 Textbook Adoption.pdf

Instruction-K-12 Academic

18. C9 - K-12 Academic Services Out of State and Overnight Student Travel

February 2026 Student Travel_001.pdf

19. C10 - Proposed PACE Employee and Student Calendar for 2026-2027 School Year

Proposed PACE Employee and Student Calendar for 2026-2027.pdf

20. C11 - 2026 Proposed Summer Programs Calendar (6th Grade, Jr. High, BLC, ESOL & High School Summer Programs)

2026 Secondary Summer Program calendar.pdf

Instruction-Professional Development

21. C12 - Addition of a component to the Professional Learning Catalog to provide additional educational leadership professional learning opportunities.

7-517-005_The 15 Invaluable Laws of Growth for School Leaders_2026.pdf

Instruction-Climate and Culture

22. C13 - Affiliation Agreement- Walsh University

260055 Walsh University.pdf

260055 Walsh University_Approved Contract Review Form.pdf

Executed 260055 Walsh University Agreement.pdf

23. C14 - Proclamation for National School Counseling Week

2026 National School Counseling Week Proclamation.pdf

Business Affairs

24. C15 - Deletion of Certain Items Report - January, 2026

MONTHLY DELETION REPORT - JAN 2026.pdf

DELETION ANALYSIS JAN.. 2025- 2026.pdf

25. C16 - Proposed Allocation Changes for 2025-2026

DRAFT

02.05.26 - 25-26 Allocation Summary - 2025-26.pdf

Business Affairs-Accounting

26. C17 - Monthly Financial Reports for December 2025

December 2025 Property Report.pdf

Financial Board Report Dec 2025.pdf

Board Item $50,000 - $100,000 Contracts Signed by Superintendent.pdf

27. C18 - Budget Amendment Report for December 31, 2025

December 2025 Budget Amendment Stmt.pdf

Operations

28. C19 - Enterprise Fleet Management Contract Award

Enterprise Fleet Management Contract #1.pdf

Enterprise Fleet Management Contract #2.pdf

Enterprise Fleet Management Synopsis - The School 1-27-2026.pdf

Operations-Facilities

29. C20 - Change Order #4 Keystone Heights School Security Lighting Repair Replace.

20260115-C-5-2425-KHH Security Lighting Change Order 4.pdf

co-4-c-5-24-25-justification-khs-security-lighting_2.pdf

30. C21 - Oakleaf High School Fire Alarm Repair/Replacement Contract Award

01162026 c-50-2526 justification.pdf

C-50-2526-T&M Electric of Clay County, LLC Contract.pdf

31. C22 - Prequalification of Contractors

table-for-board-backup-contractor-prequal-1826 (1).docx

32. C23 - Approval of Revised Supplemental Spot Survey 7.5 (Superseding Version Approved November 6, 2025)

Survey Reports.pdf

Adoption of Consent Agenda

33. Adoption of Consent Agenda

Motion	
Motion to Adopt Consent Agenda	
Vote Results (*Approved*)	
Motion: Ashley Gilhousen	
Second: Robert Alvero	
Ashley Gilhousen	- Aye
Beth Clark	- Aye
Michele Hanson	- Aye
Erin Skipper	- Aye
Robert Alvero	- Aye

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

34. Public Comment on Non-Specific Agenda Items

Minutes:

Public speakers addressing non-specific agenda items:

DRAFT

- Liz Crane
- Aaryn Frick
- Rev. Barry Wright
- Rev. Jeffrey Dove
- Bruce Friedman
- Sheila Torres
- Rev. D'Mrtri Burke

CCEA Update (Dr. Sharon Walsh)

CESPA Update (None)

Superintendent's Update and Presentations

35. Superintendent's Update

Superintendent's Update 2-05-2026.pdf

Minutes:

Superintendent Broskie shared the attached visual presentation highlighting the following:

- Schools of the Month
- Super Students of the Month
- Graduation Rate
- January Recap
- Upcoming Events

School Board Attorney Remarks (None)

School Board Member Remarks

36. School Board Member Comments

Minutes:

Mrs. Gilhousen noted fun events throughout the past month that celebrated students' accomplishments.

Mr. Alvero requested a review of the board policy on students' prohibition of political activity and demonstrations to ensure it complies with a recent communication from the Commissioner of Education.

Mrs. Clark would like to work with Human Resources to explore options to address teacher compensation. She thanked Bryce Ellis, Assistant Superintendent of Operations, for working out an agreement for the leasing and management of district vehicles to reduce costs. She appreciated students' participation in the recent spelling bee, noting their kindness and encouragement of one another. She appreciated Civics Teacher Michael Taft, Green Cove Springs Jr. High, for all he does for students, as well as the organization of the naturalization ceremony held at GCJ. She noted the upcoming Clay Can Dance night being held on April 11th, to raise funds for CTE students, with food provided by Ridgeview High culinary students.

Mrs. Hanson appreciated the Fine Arts department and the excellent singing performances she recently enjoyed. She advised that the board has important business to do as they work together, and she prays that the mission for students be addressed in the best way possible as they work through obstacles. She noted the plentiful good work being done in the district and thanked Wilkinson Elementary for allowing her to read books to students last week.

Mrs. Skipper appreciated Early Literacy Night, which she attended with her child. She noted the exceptional accomplishment of students being recommended by a congressman to elite military schools. She advised that her focus includes bringing parents back into schools. She has visited schools in recent weeks and encouraged any teacher who would like her to observe, help teach, or assist in any way to contact her. She would like to explore having a student liaison(s) for board members, to include the student perspective re policy-making, and wants to have an open discussion on how to implement that initiative.

Adjournment (7:59 p.m.)

Superintendent of Schools **School Board Chair**

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C2 - Proclamation #26-12, Clay County Agricultural Fair

Description

Significant events that affect the lives of Clay County students and employees deserve to be recognized by action. By approving this Proclamation, the School Board will show support and recognition of the Clay County Agricultural Fair.

Gap Analysis

The School Board endorses this event and hereby encourages all citizens to attend. The Fair serves as a showcase for Clay County agriculture with emphasis on educational experiences. Clay County youth organizations such as 4-H clubs and Future Farmers of America play an important part in the Fair.

Previous Outcomes

The Fair provides fun and entertainment, as well as educational experiences.

Expected Outcomes

The School Board will continue to support the Clay County Agricultural Fair, and through the Fair, continue to provide fun entertainment and educational experiences, serving as a showcase for Clay County agriculture.

Strategic Plan Goal

N/A

Recommendation

Approve Proclamation #26-12, 2025 Clay County Agricultural Fair

Contact

Superintendent David S. Broskie, Superintendent of Schools; david.broskie@myoneclay.net

Financial Impact

None

Review Comments

Attachments

Proclamation 26-12 2025 Clay County Fair.pdf

DRAFT

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION # 26-12

WHEREAS, Clay County will hold its 40th annual Agricultural Fair on April 2 - April 12, 2026; and

WHEREAS, the School Board of Clay County endorses this event with the Clay County Fair Association and hereby encourages all citizens to attend and enjoy this educational and entertaining event; and

WHEREAS, this fair will serve as a showcase for Clay County agriculture with emphasis on educational experience concerning Clay County's leading industry; and

WHEREAS, various Clay County youth organizations such as 4-H clubs and Future Farmers of America play an important part in the Fair; and

WHEREAS, the School Board of Clay County encourages all citizens to demonstrate their support of our youth by taking an active interest in their activities at the Fair; and

WHEREAS, Agricultural Fairs provide fun and entertainment as well as education for the entire family; and

WHEREAS, the Clay County Fair Board of Directors, committee members, patron life members and many volunteers have done an outstanding job of putting together the Clay County Agricultural Fair which will provide entertainment and educational experiences for children and adults of all ages.

NOW, THEREFORE, BE IT RESOLVED, that the School Board of Clay County, Florida, fully supports, celebrates, and encourages all citizens to attend and enjoy the 40th annual Clay County Agricultural Fair.

Duly adopted **and approved by the School Board of Clay County, Florida, this 5th day of March, 2026.**

ATTEST:

_____ _____

David S.Broskie
Superintendent of Schools

Erin Skipper, School Board Chair

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C3 - 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 - March 2026.pdf

DRAFT

DIVISION OF HUMAN RESOURCES
PERSONNEL CONSENT AGENDA
March 5, 2026
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I. Administrative Actions

A. APPOINTMENT

	Name/Assignment	Site	Contract

DRAFT

I. Administrative Actions

B. RE-APPOINTMENT

	Name/Assignment	Site	Contract

DRAFT

I. Administrative Actions

C. RE-DESIGNATION

Name/Assignment	Site	Previous Assignments

DRAFT

I. Administrative Actions

D. TRANSFER

	Name/Assignment	Site	Contract

DRAFT

I. Administrative Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Effective/Action

DRAFT

I. Administrative Actions

F. SUPPLEMENT

	Name/Assignment	Site	
0.5	HECHT, JASMINE ROUGINA OHS WRESTLING ASST SH SUPPLEME	Mcrae Elementary	Appointment

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II. JOB DESCRIPTION ACTIONS

A. Administrative - Approve the following job descriptions:

Business Affairs Administrative Job Descriptions

The Business Affairs Department is restructuring through this allocation request, which represents a total cost savings of $67,028, to improve operational efficiency, strengthen internal controls, and enhance compliance with evolving state and federal regulations, including requirements from the Florida Department of Education. This restructuring is aligning staffing and responsibilities with the best practices in governmental accounting, supporting more strategic budget development, improving financial reporting transparency, and better leveraging technology within BusinessPlus. In addition, this organizational realignment is necessary to ensure long-term financial stability and accountability to the School Board and community.

REVISED:

- **Director of Budget**
- **Supervisor of Accounting**

NEW:

- **Coordinator of Budget**
- **Accountant I**

DRAFT

Job Locator: B-1.2.46
Job Title: ~~Supervisor~~ Director of Budget
Position Grade: ~~Supervisor II~~ Director I
Evaluated By: Assistant Superintendent for Business Affairs

Job Description:

The ~~Supervisor~~ Director of Budget ~~is~~ reports directly ~~responsible~~ to the Assistant Superintendent for Business Affairs and serves in a staff relationship with other administrators. ~~Provides financial information to management by researching and analyzing accounting data preparing reports.~~ The Director is responsible for the overall planning, preparation, management, and monitoring of the District's annual budget and multi-year financial forecasts. This position ensures the effective and equitable allocation of resources to support District priorities and compliance with federal, state, and local regulations. The Director provides leadership in financial analysis, budget development, and fiscal accountability to support data-driven decision-making across all departments and schools.

Responsibilities and duties of this position include:

1. ~~Facilitates, recommends and ensures the preparation and~~ Lead the development, preparation, and presentation of the annual budget including Operating, Capital, Special Revenue (Federal, State, Local and Food/Nutrition Services), Debt and Internal Service Funds.
2. Collaborate with District leadership to align budget planning with strategic goals and educational priorities.
3. Oversee the monitoring and analysis of budget performance throughout the fiscal year; prepare monthly, quarterly, and annual financial reports.
4. Review and analyze revenue projections, enrollment trends, and expenditure forecasts to ensure fiscal stability.
5. Coordinate with Human Resources and Payroll to ensure accurate personnel budgeting and position control.
6. Review and approve District staff allocation documents to ensure accuracy and proper alignment with appropriate funding sources.
7. Evaluate and recommend improvements to budget processes, systems, and financial controls to enhance efficiency and transparency.
8. Reviews and reconciles financial discrepancies, including, revenue, expenditures, purchase orders, payroll encumbrances, and fund balances.
9. Ensures ~~budgetary~~ compliance with the Governmental Accounting Standards Board (GASB), Auditing and Financial Reporting procedures as they apply to all applicable policies, laws, rules and regulations.
10. Prepares ~~board's~~ monthly budget reports and ad hoc reports for the School Board, Superintendent, and community stakeholders.

DRAFT

11. ~~Assists with the development and refinement of revenue and expenditure projections/forecasts using current financial best practices, state statutes, and generally accepted accounting principles.~~

12. Reviews and analyzes federal grant expenditures and contracts for adequate documentation and compliance with grant documents, Office of Management and Budget (OMB) circular A-128 and A-87.

13. ~~Prepares~~ Review and approves all FDOE Project Disbursement Reports (FA-399's) for federal grants and performs on-line disbursement reports in FDOE cash disbursement system.

14. Review and analyze all charter school revenue estimates and funding from the FEFP, local capital improvement and sales tax funding for payment accuracy.

15. Coordinates with the Office of the Auditor General and outside Auditing firms regarding ~~federal grants~~ financial and budget matters.

16. ~~Assists with the~~ Provide budgetary guidance to Principals, department heads and program managers and conduct budget training sessions as needed..~~preparation of the Annual Program Cost Report, schools' financial reports and other reports as assigned.~~

~~17. Documents financial transactions by entering account information.~~

~~18. Recommends financial actions by analyzing accounting options.~~

~~19. Substantiates financial transactions by auditing documents.~~

~~20. Maintains accounting controls by preparing and recommending policies and procedures.~~

21. Supervise assigned personnel, provides evaluative feedback and support for increased performance, conduct annual performance evaluations and make recommendations for appropriate employment action.

~~22. Guides district and school's clerical staff by coordinating activities and answering questions. Answers accounting procedure questions by researching and interpreting accounting policy and regulations.~~

~~23. Reconciles financial discrepancies by collecting and analyzing account information.~~

~~24. Maintains financial security by following internal controls.~~

~~25. Prepares payments by verifying documentation, and requesting disbursements.~~

~~26. Complies with federal, state, and local financial legal requirements by studying existing and new legislation enforcing adherence to requirements.~~

~~27. Prepares special financial reports by collecting, analyzing, and summarizing account information and trends.~~

~~28. Maintains customer confidence and protects operations by keeping financial information confidential.~~

~~29. Contributes to team effort by accomplishing related results as needed.~~

30. Oversee personnel responsible for monitoring internal accounts activity for all schools to ensure compliance with established financial procedures, laws, and regulations.

DRAFT

31. Providing oversight, guidance, and training to ensure that all school-based internal accounts are managed in compliance with district policies, Internal Accounts Handbook, state laws, and sound accounting practices.

32. Supervise internal accounts staff to ensure accurate, transparent, and accountable management of student activity funds/internal accounts at the schools

33. Demonstrates initiative in identifying potential problems or opportunities for improvement and taking appropriate action. Keeps the Assistant Superintendent of Business aware of potential problems or unusual events affecting the overall budget of the District.

34. Performs other duties as assigned by Assistant Superintendent of Business Affairs and provides support to the Director of Finance as needed.

35. Perform associated duties in the absence of the Assistant Superintendent of Business Affairs.

Required Qualifications:

1. Bachelor's Degree in Business, Public Administration, Finance, Accounting or other finance-related field from an accredited educational institution or a combination of education/training/experience which provides an equivalent background.

2. Extensive knowledge of principles and practices of public sector budgeting, accounting, and financial management.

3. Strong analytical, problem-solving, and forecasting skills.

4. Ability to interpret complex financial data and communicate effectively with diverse audiences.

5. ~~Three (3) years successful experience in governmental budgeting, accounting, and/or auditing experience.~~

6. ~~Skilled~~ Proficiency in Excel spreadsheet, current accounting system and other applicable software.

7. Ability to work independently.

8. Excellent organizational, leadership, and communication skills.

9. Ability to manage multiple priorities under tight deadlines while maintaining attention to detail.

Desired Qualifications:

1. Master's Degree in Business, Public Administration, Finance, Accounting or other finance-related field from an accredited educational institution.

2. Certified Public Accountant.

3. Supervisory experience in public district administration, or leadership in other large diverse organizations.

4. Ability to communicate effectively with the public.

DRAFT

5. Knowledge of state statues, and federal guidelines, including Florida Statutes, Florida Education Finance Program, governmental accounting principles, cost accounting systems and Florida School Board Policies.

6. Knowledge of Federal Accounting.

Approved: 06/30/1999
Effective: 07/01/1999
Revised: 03/18/2004, 10/13/2011, 02/10/2014, 05/03/2018, 02/04/2021, 06/02/2022, 03/02/2023, 03/05/2026
~~Revised: 10/13/2011~~
~~Revised: 02/10/2014~~
~~Revised: 05/03/2018~~
~~Reviewed: 02/04/2021~~
~~Revised: 06/02/2022~~
~~Revised: 03/02/2023~~

DRAFT

Job Locator: B-1.1.41
Job Title: ~~Coordinator of Accounts Payable~~ Supervisor of Accounting
Position Grade: ~~Coordinator~~ I Supervisor III
Evaluated by: Director of Finance

Job Description:

The ~~Coordinator~~ Supervisor of Accounting is directly responsible to the Director of Finance, and is responsible for planning, organizing, and directing the accounting operations in accordance with Florida Department of Education (FDOE) guidelines, Florida Statutes, School Board policies, and Generally Accepted Accounting Principles (GAAP). This position ensures the integrity, accuracy, and timeliness of financial records and reporting while supporting fiscal accountability, internal control, and compliance across all District funds. ~~This person serves in a staff relationship with the Coordinator of Accounting, Coordinator of Payroll, the Property Control Coordinator, Coordinator of Insurance Activities, and Coordinator of Procurement.~~

Responsibilities and duties of this position include:

1. Oversee the preparation of monthly, quarterly, and annual financial statements in accordance with GAAP and Governmental Accounting Standards Board (GASB) requirements.
2. Ensure compliance with Florida Statutes, State Board of Education rules, and reporting requirements of the Florida Department of Education (FDOE).
3. Ensure accurate general ledger activity, account reconciliation, and year-end closing processes.
4. Prepare accounting transactions in accordance with Florida Department of Education Redbook, Generally Accepted Accounting Principles, Government Auditing Standards, IRS regulations and all other local, state and federal regulations.
5. Assist in the preparation of the District's Annual Financial Report (AFR) submitted to the State, including the preparation of converted financial statements for external auditors and subsequent State reporting.
6. Preparation of the Annual Program Cost Report, schools' financial reports, ~~Abandoned Property Report~~ and other reports as assigned.
7. Provide guidance, review, and balance general ledger accounts and prepare appropriate spreadsheets and schedules for year-end reporting and timely reconcile any financial discrepancies.
8. Provide technical assistance and training to school and department staff regarding financial compliance and accounting procedures.
9. Supervise general ledger, journal entries, account reconciliations, and year-end closing processes.
10. Monitor and maintain the integrity of the Chart of Accounts in alignment with the State of Florida's Red Book.
11. Review and approve complex journal entries and adjusting entries.
12. Ensure proper accounting for all District funds including General Fund, Special Revenue, Capital Projects, Debt Service, and Internal Service Funds.
13. Oversee fixes asset accounting and capital asset reporting.

DRAFT

14. Coordinate and serve as primary liaison for external and internal audits.
15. Coordinates Accounts Payable and assists with processing of processes Construction Payments and Travel.
16. Reconciles P-card statements for all departments and schools and prepares corresponding journal entries to record payment.
17. Coordinates and processes payment of vendor invoices through District's E-card system.
18. Coordinates Accounts Payable procedures and processes with all schools and centers.
19. Supervises Accounts Payable personnel and assists in evaluations.
20. Mediates payment/invoice problems or disputes between requesting department and vendor.
21. Assists with the hiring and training of Accounts Payable personnel.
22. Executes monthly Florida Retirement System and child support garnishment ACH transactions and prepares reconciliations of payroll liability accounts to general ledger.
23. Preparation of monthly PECO request reports and sales tax returns.
24. ~~Preparation of quarterly fuel tax refund applications and Unemployment Compensation remittance~~.
25. ~~Preparation of monthly bank reconciliations~~.
26. Preparation and distribution of 1099s.
27. ~~Submission of bi-monthly positive pay files for Payroll and Accounts Payable accounts for fraud prevention and reconcilement~~.
28. Perform other duties as assigned by Assistant Superintendent of Business Affairs and provide support to the Director of Finance as needed.

Required Qualifications:

1. ~~Graduate from an accredited college or university with Bachelor's Degree in Accounting or Business.~~ Bachelor's degree in finance, accounting, or related field from an accredited educational institution, or a combination of experience and training commensurate with performance responsibilities.
2. Knowledge of the following: The Florida Statutes, the State Board of Education Regulations, Financial and Program Cost Accounting and Reporting for Florida Schools, and Florida School Board Policies.
3. Ability to learn ~~Knowledge of~~ current financial software and other applicable software.
4. Experience in the application of accounting principles and practices of public sector budgeting, accounting, and financial management.
5. Strong analytical, problem-solving, and forecasting skills.
6. Ability to interpret complex financial data and communicate effectively with diverse audiences.
7. Proficiency in financial management systems and spreadsheet software.

DRAFT

Desired Qualifications:

1. Supervisory experience.
2. Experience in local school and/or district level purchasing/accounting regulations.
3. Knowledge of data processing procedures and programs.

Effective: 04/24/1984
Revised: 08/17/1989, 07/01/1993, 10/13/2011, 02/10/2014, 02/20/2024, 03/20/2014, 05/03/2018, 02/04/2021, 06/02/222, 03/05/2026
~~Revised: 07/01/1993~~
~~Revised: 10/13/2011~~
~~Revised: 02/10/2014~~
~~Revised: 02/20/2014~~
~~Revised: 03/20/2014~~
~~Revised: 05/03/2018~~
~~Revised: 02/04/2021~~
~~Revised: 06/02/2022~~

DRAFT

Job Locator: B-1.2.47
Job Title: Coordinator of Budget
Position Grade: Coordinator IV
Evaluated By: Director of Budget

Job Description:

The Coordinator of Budget provides professional support in the development, analysis, and administration of the District's budget. This position assists the Director of Budget in monitoring school and departmental budgets, reviewing charter school revenue and payments, analyzing grant applications, and ensuring compliance with federal, state, and district financial guidelines. The Coordinator of Budget plays a key role in maintaining fiscal accuracy and supporting informed financial decision-making across the District.

Responsibilities and duties of this position include:

1. Assist in the preparation, coordination, and maintenance of the District's annual budget, including general operating, capital budget, special revenue budget (Federal and Food/Nutrition), debt budget, and internal service funds budget.
2. Review and analyze charter school revenues, payments (including Florida Education Finance Program (FEFP), local capital improvement, and sales tax revenue), and related financial documentation to ensure compliance with statutory requirements and district policies.
3. Complete the FLDOE Florida Charter School Revenue Estimating worksheet and submit to Accounts Payable for payment to the District Charter Schools.
4. Monitor charter school funding allocations and reconcile payments in collaboration with internal departments.
5. Monitor the State Categorical funding and make budget adjustments throughout the year based on the FEFP calculations. Ensure that the State categorical funding is appropriately allocated and expended based on all District funding sources. In addition, complete all required categorical reporting to the FLDOE, including the Schedule of Categorical Programs Report of Expenditures and Available Funds in the District's Annual Financial Report.
6. Review grant applications and budgets for fiscal accuracy, alignment with District goals, and compliance with applicable Federal regulations, including compliance with grant documents, Office of Management and Budget (Circular A-87 and A-128).
7. Complete all FLDOE Project Disbursement Reports (FA-399s and FA-499s) for federal grants for review and approval by the Director of Budget, in conjunction with the FLDOE Report 300 (detail of salary expenditures) and FLDOE Report 301 (detail of monthly transactions) supporting reports.
8. Complete the FLDOE Distributive Aid Cash Advance Reconciliation annual reporting requirement.
9. Review State grant revenue and expenditures, complete quarterly reporting (or more often as required) for all State grants to the FLDOE to ensure timely reporting and adherence to applicable regulations, and ensure all funding has been received and recorded.
10. Review expenditures as reported in the District's Enterprise Resource Planning (ERP) system and report in FLDOE's on-line cash and disbursement system for reimbursement of funds to the District on a monthly basis, or more frequently, as needed, at year end.
11. Reconcile on a monthly basis the District's special revenue funds to ensure that all Federal revenue agrees with Federal expenditures. If the revenue or expenditure do not equal, create a journal entry to record a receivable or a payable to ensure no fund balance.

DRAFT

12. Compile and verify financial data for the Schedule of Expenditures of Federal Awards (SEFA) to ensure accurate reporting of all federal grant expenditures. This includes reviewing general ledger activity, reconciling grant expenditures to the District's financial records, confirming compliance with federal program requirements, and preparing required supporting documentation for the Superintendent's Annual Financial Report, in addition to the annual external audit.
13. Prepare and maintain financial reports, budget summaries, and expenditure analyses for internal and external use.
14. Support schools and departments in understanding budget processes, timelines, and financial procedures.
15. Conduct variance analyses and provide recommendations to correct budgetary discrepancies, including, revenue, expenditures, purchase orders, payroll encumbrances, and fund balances.
16. Assist with the development and maintenance of financial models, projections, and funding formulas.
17. Participate in the preparation of presentations, reports, and documents for Board meetings, audits, and state submissions.
18. Provide technical assistance and training to school and department staff regarding budget procedures and financial compliance.
19. Perform other related duties as assigned by the Director of Budget.

Required Qualifications:

1. Bachelor's degree in finance, accounting, or related field from an accredited educational institution, or a combination of experience and training commensurate with performance responsibilities.
2. Experience in the application of accounting principles and practices of public sector budgeting, accounting, and financial management.
3. Strong analytical, problem-solving, and forecasting skills.
4. Ability to interpret complex financial data and communicate effectively with diverse audiences.
5. Proficiency in financial management systems and spreadsheet software.

Desired Qualifications:

1. Excellent organizational, leadership, and communication skills.
2. Ability to manage multiple priorities under tight deadlines while maintaining attention to detail.
3. Knowledge of applicable federal, state, and local laws and regulations governing school finance.

Approved: 03/05/2026

DRAFT

Job Locator: B-1.2.48
Job Title: Accountant I
Position Grade: Coordinator IV
Evaluated By: Director of Finance

Job Description:

The Accountant I provides professional support in maintaining and analyzing the District's general ledger and financial records. This position supports accurate financial reporting by assisting with account reconciliations, monitoring school and departmental expenditures, reviewing charter school revenue and payments, analyzing various accounts and reports, and ensuring compliance with federal, state, and district financial guidelines. The Accountant I plays a key role in maintaining fiscal integrity and supporting informed financial decision-making across the District.

Responsibilities and duties of this position include:

1. Prepare accounting transactions in accordance with Florida Department of Education Redbook, Generally Accepted Accounting Principles, Government Auditing Standards, IRS regulations and all other local, state and federal regulations.
2. Assist in the preparation of the District's Annual Financial Report (AFR) submitted to the State, including the preparation of converted financial statements for external auditors and subsequent State reporting.
3. Review and balance general ledger accounts and prepare appropriate spreadsheets and schedules for year-end reporting and timely reconcile any financial discrepancies.
4. Analyzes current financial status by collecting information and preparing and maintaining monthly Board reports, ensuring accuracy and compliance, and preparing additional financial reports as needed.
5. Provide technical assistance and training to school and department staff regarding financial compliance and accounting procedures.
6. Assist in implementing enhancements to the District's computer-based accounting applications.
7. Monitor cash account balances and process all transfers and wire transactions.
8. Transfer cash from Investment Account based on necessary cash needs for the week.
9. Provide payroll and accounts payable positive pay check files for electronic submission to the bank for reconciliation and manage exceptions.
10. Complete monthly bank reconciliations and research and resolve discrepancies in a timely manner.
11. Review bank account analysis statements to ensure fees are charged in accordance with contractual rates.
12. Prepare and process charter school payments including but not limited to Florida Education Finance Program (FEFP) payments, capital related disbursements, and grant reimbursements.
13. Reconcile and ensure proper coding of charter school budgets throughout the fiscal year and year-end.
14. Reconcile payroll liability accounts, including IRS and Florida Retirement System (FRS) liabilities, by analyzing payroll registers, contribution and deduction reports, amounts wired, and general ledger activity; research and resolve variances and prepare related journal entries to ensure accurate and compliant financial reporting.
15. Balance and reconcile the Accounts Payable liability account in coordination with Accounts Payable staff.
16. Monitor accounts receivable balances and prepare invoices when necessary.

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17. Preparation of quarterly fuel tax refund applications and Unemployment Compensation remittance.
18. Coordinate with the Insurance Department to review and process wire payments for approved medical related expenses. Process corresponding journal entries to record the related transactions in the District's accounting system.
19. Maintain the District's Fixed Assets Module (control account) by processing additions, deletions, and accumulated depreciation. Reconcile additions and deletions to the general ledger accounts, investigate all differences, and prepare journal entries. Review fixed assets month end closing reports for accuracy.
20. Assists with audits to include working with the Office of the Auditor General and outside Auditing firms related to accounting records.
21. Participate in development, implementation and documentation of new or revised internal control procedures in compliance with relevant accounting, state or federal guidelines.
22. Maintain the accounting and finance section of the District's website in accordance with reporting and transparency requirements.
23. Process and review reclass requests from schools and departments as needed.
24. Perform other related duties as assigned by the Director of Finance.

Required Qualifications:

1. Bachelor's degree in finance, accounting, or related field from an accredited educational institution, or a combination of experience and training commensurate with performance responsibilities.
2. Experience in the application of accounting principles and practices of public sector budgeting, accounting, and financial management.
3. Strong analytical, problem-solving, and forecasting skills.
4. Ability to interpret complex financial data and communicate effectively with diverse audiences.
5. Proficiency in financial management systems and spreadsheet software.

Desired Qualifications:

1. Excellent organizational, leadership, and communication skills.
2. Ability to manage multiple priorities under tight deadlines while maintaining attention to detail.
3. Knowledge of applicable federal, state, and local laws and regulations governing school finance.

Approved: 03/05/2026

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II. JOB DESCRIPTION ACTIONS

B. Support - Approve the following job description:

Business Affairs Administrative Job Descriptions

The Business Affairs Department is restructuring through this allocation request, which represents a total cost savings of $67,028, to improve operational efficiency, strengthen internal controls, and enhance compliance with evolving state and federal regulations, including requirements from the Florida Department of Education. This restructuring is aligning staffing and responsibilities with the best practices in governmental accounting, supporting more strategic budget development, improving financial reporting transparency, and better leveraging technology within BusinessPlus. In addition, this organizational realignment is necessary to ensure long-term financial stability and accountability to the School Board and community.

The Accounting Assistant job description will stay the same at B24 on the support salary schedule.

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REVISED:

- **Accounting Assistant**

Job Locator: C-3.8.01
Title: Accounting Assistant
Position Grade: Support Salary Schedule
Evaluated by: Assigned Administrator

Job Description:

Depending upon the office of assignment, maintains accounting records, titles, ledgers, journals and accounts in accordance with the District policies, procedures and guidelines. Prepares and compiles financial information for various District financial reports or state reports. Audits and verifies invoices and/or entries to ensure proper amounts, codes, balances and/or reports.

Responsibilities and duties of this position include:

1. Posts, ~~A~~audits and reviews invoices to ensure accuracy with ~~or~~ purchase orders to ~~ensure amounts received~~ and ~~or~~ other information. This includes keying invoices in the District's accounting system for construction, utilities, fuel, etc. and travel reimbursement requests.
2. Posts, codes, balances and/or maintains the general ledger and revenue journal
3. Posts revenues and expenditures to appropriate accounts according to established procedures.
4. Prepares bank deposits for revenues received. Posts and codes receipts.
5. Compiles revenue and expenditure information to prepare and type reports required by the school or state.
6. Maintains departmental files and records.
7. Reviews and maintains, posts and balances transfers and deletions of fixed assets from property reports to budget.
8. Process accounts payable and payroll check runs including uploading payment files, child support payment files, and E-pay payments to the bank, as well as corresponding to vendors regarding E-pay payments. ~~Types~~ Print manual checks and maintains check registers.
9. Types and/or prepares letters, memos, budget amendments or other correspondence in the conduct of duties. This includes creating and distributing the yearly accounts payable payment schedule.
10. Ensures payments are collected and applied as mandated, including resolving issues regarding invoices, payments receipts and recording of revenue with employees, vendors, and other outside organizations.
11. Assists with the completion of the Abandoned Property Report for the State of Florida for both internal accounts and District accounts.
12. Creates and maintains confidential files.
13. Performs other duties as assigned by the assigned administrator.

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Required Qualifications:

1. Must be a high school graduate or have passed the GED equivalency examination.
2. Requires a minimum or three years previous bookkeeping or financial records experience, or a combination of previous education/training/experience which provides for an equivalent background necessary to perform the work. A two year degree may be required in lieu of the above listed requirements.
3. Possess basic computer skills

PHYSICAL EFFORT	REGULARLY	FREQUENTLY	OCCASIONALLY	NEVER
Lifting/carrying objects under 20 pounds			X	
Lifting/carrying object between 21-50 pounds			X	
Standing for sustained period of time			X	
Stooping/bending		X		
Walking for sustained periods of time			X	
Climb steps, stools or ladders			X	
Kneeling/crouching		X		
Twisting			X	
Pushing/pulling carts or other such objects			X	
Reach above shoulders			X	
Repetitive motions of the wrists, hands and fingers	X			
Operation of power tools, mechanical equipment				X

WORKING CONDITIONS	REGULARLY	FREQUENTLY	OCCASIONALLY	NEVER
Working in a normal office environment with few physical discomforts.	X			
Working in an area that is somewhat uncomfortable due to drafts, noise, temperature variations and other conditions.			X	
Working with equipment or performing procedures where carelessness could result in injury			X	
Work Conditions that may have a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, working on scaffolding and high places, and exposure to heat or chemicals.				X

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Board Approved: 05/20/1993
Revised: 03/21/1996, 02/20/1997, 08/17/2006, 02/04/2021, 06/01/2023
~~Revised: 02/20/1997~~
~~Revised: 08/17/2006~~
~~Revised: 02/04/2021~~
~~Revised: 06/01/2023~~

II. JOB DESCRIPTION ACTIONS

C. Instructional - Approve the following job description:

NEW:

Assessment and Intervention Supports Facilitator

The increasing focus on strong Multi-Tiered System of Support (MTSS) practices, paired with more complex state and local assessment requirements, has created an opportunity for a school-based position to enhance these efforts. Teachers and school leaders require consistent support in analyzing assessment data, identifying students who need targeted interventions, and implementing tiered supports with fidelity. This position will strengthen schoolwide MTSS systems by coordinating assessments, monitoring progress, and supporting intervention documentation. Establishing the Assessment and Intervention Supports Facilitator enhances the school's capacity to deliver timely, data-driven interventions and ensures positive student outcomes.

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Job Locator: I-2.2.104
Title: Assessment and Intervention Supports Facilitator
Position Grade: Teacher
Evaluated By: Assigned Administrator

Job Description:

The Assessment and Intervention Supports Facilitator coordinates all State, Local, and national assessments while ensuring accurate reporting, test security, and timely communication with teachers, students, and families. This position plays a key role in MTSS by assisting teachers and school leaders with interpreting data, identifying students who need targeted interventions, and adjusting instruction based on ongoing progress monitoring. The facilitator collaborates closely with classroom teachers and school leaders to implement tiered supports and maintain documentation that supports data-driven decision-making. This role strengthens the school's capacity to provide timely, effective interventions that improve student outcomes and support teacher effectiveness.

Responsibilities and duties of this position include:

1. Provides support for district, state, and national assessments, including material preparation, test scanning, generation of reports, and the monitoring and distribution of test materials.
2. Schedules test sessions, testing materials, and data reports. Maintains test security for all secure testing documents.
3. Conducts training of all faculty regarding test administrator/proctor guidelines as well as specific security protocols for individual tests.
4. Ensures that the school tests a minimum 95% of students on all state assessments.
5. Conducts training on administering the ACCESS for ELLs test for school personnel.
6. Prepares home-to-school communication regarding testing for all parents and students, including virtual/ homeschool students.
7. Compiles, verifies, and analyzes information to generate reports based on provided criteria.
8. Assists with IEP and Section 504 testing accommodations compliance.
9. Enters various types of information for data processing and testing applications into the computer and verifies the data as appropriate.
10. Monitors and orders testing supplies and materials.
11. Supports classroom teachers in adapting instruction through a multi-tiered system of support to meet the learning needs of all students.
12. Maintain a positive relationship and ongoing communication with students, families, colleagues, and supervisors.
13. Communicate effectively with others and be willing to share ideas and talents with colleagues.
14. Evaluate students' progress through a variety of informal and formal assessments on an ongoing basis to inform instruction.
15. Monitors the achievement of students through the MTSS process and assists with support services where appropriate.
16. Maintain and update appropriate documentation of student progress.
17. Performs other duties as assigned.

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Required Qualifications:

1. Valid Florida teaching certificate.
2. Minimum 3 years of teaching experience with Highly Qualified Evaluations.
3. Experience in the MTSS processes and best practices.

Desired Qualifications:

1. Experience in administering statewide assessments.
2. Masters Degree in Education or related field.

Approved: 03/05/2026

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III. Instructional Actions

A. APPOINTMENT

	Name/Assignment	Site	Contract
	BEAUDRY, ABIGAIL MARIE SPS TEACHER SC SIXTH GR 10 MONTH	SPRING PARK ELEMENTARY SCHOOL	Effective 2026-02-12 10 MONTH / interim
	CARTER, STOCKTON L OHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Oakleaf High School	Effective 2026-02-02 10 MONTH / interim
	CHAMPINE, CRYSTAL ANN SBJ TEACHER, ART, ELEM 10 MONTH	S. Bryan Jennings Elementary	Effective 2026-02-06 10 MONTH / interim
0.8	GUERIN, STACY LEIGH AES TEACHER, GIFTED 10 MONTH	Argyle Elementary	Effective 2026-02-04 10 MONTH / interim
	HUGGINS, SHELLEY STARKE CEB ASST PRINCIPAL EL 11 MOS 11 MONTH	Charles E. Bennett Elementary	Effective 2026-02-02 11 MONTH / Annual
	KURNIDES, EMILY ANNE AES TEACHER, SC, FIRST GR 10 MONTH	Argyle Elementary	Effective 2026-02-02 10 MONTH / interim
	MAURIL, GERTRIDE OHS VE SELF-CONTAINED-IND 10 MONTH	Oakleaf High School	Effective 2026-01-28 10 MONTH / interim
	NELSON, VICTORIA LYNN GCJ TEACHER, SUPP FACIL 10 MONTH	Green Cove Springs Junior High	Effective 2026-02-06 10 MONTH / interim
	PARRIS, SANDI ALTMAN GCJ TEACHER, SUPP FACIL 10 MONTH	Green Cove Springs Junior High	Effective 2026-02-03 10 MONTH / interim
	PEACOCK, NICOLE LEE SPS TEACHER SC FOURTH GR 10 MONTH	SPRING PARK ELEMENTARY SCHOOL	Effective 2026-02-12 10 MONTH / interim
	SERRANO, CATHARINE MARIE LES TEACHER, SC, THIRD GR 10 MONTH	Lakeside Elementary	Effective 2026-02-02 10 MONTH / interim
	SHOWALTER, RYAN MICHAEL OPJ TEACHER, SCIENCE, JH 10 MONTH	Orange Park Jr High	Effective 2026-02-02 10 MONTH / interim
	SIEGERS, JONATHAN DAVID OVE TEACHER, SC, FOURTH GR 10 MONTH	Oakleaf Village Elementary	Effective 2026-02-02 10 MONTH / interim
	VARELA, JOSYLYNN ANN RHS TEACHER, HEALTH SCIENCE ED 10 MONTH	Ridgeview High School	Effective 2026-02-02 10 MONTH / interim
	WILKERSON, DANIELLE MAKAYLA AES TEACHER, SC, FIRST GR 10 MONTH	Argyle Elementary	Effective 2026-02-02 10 MONTH / interim

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III. Instructional Actions

B. RE-APPOINTMENT

	Name/Assignment	Site	Contract

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III. Instructional Actions

C. RE-DESIGNATION

	Name/Assignment	Site	Previous Assignment
0.4	ICHIKAWA, KATHRYN DEKEMEL ESE TEACHER, SPEECH CLINICIAN SPECIAL	Middleburg High	Effective 2026-02-02 / redesignated from / ESE TEACHER, SPEECH CLINICIAN / SPECIAL

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III. Instructional Actions

D. TRANSFER

Name/Assignment	Site	Previous Assignment
HUNTER, SAMANTHA MICHELE TES DEAN ELEMENTARY 10 MONTH	Discovery Oaks Elementary	Effective 2026-02-17 /transfer from / DOE TEACHER, SC, FOURTH GR
SMITH, MELISSA DAWN OVE COUNSELOR, ELEM 10 MONTH	Lake Asbury Junior High School	Effective 2026-03-02 /transfer from / LAJ TEACHER, LANGUAGE ARTS, JH

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III. Instructional Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Effective/Action
	DISPARTI, CAITLYN ELIZABETH WJH TEACHER, SOC STUD, JH 10 MONTH	Wilkinson Jr High	Effective 2026-02-27 RESIGNATION
	DUNKEL, MARESA LEWIS PES TEACHER, SC, FOURTH GR 10 MONTH	Robert M. Paterson Elementary	Effective 2026-02-26 RESIGNATION
	FLORES, MELANIE POE TEACHER, SC, FOURTH GR 10 MONTH	Plantation Oaks Elementary	Effective 2026-02-13 RESIGNATION
	MOLONEY, THOMAS RICHARD FYA TEACHER, BUSINESS ED 10 MONTH	FL Youth Challenge Academy	Effective 2026-02-27 RETIREMENT
	MORGAN, JANA MARIE FIH TEACHER, MATHEMATICS, SR 10 MONTH	Fleming Island High School	Effective 2026-06-01 RETIREMENT
	RAUTH, MEGAN LOUISE ESE TEACHER, SPEECH CLINICIAN 10 MONTH	Grove Park Elementary	Effective 2026-02-13 RESIGNATION
	SABORNIDO, SAMANTHA JOAN MHS TEACHER, LANGUAGE ARTS, SH 10 MONTH	Middleburg High	Effective 2026-06-01 RESIGNATION
	SAYMIKNHA, YOLANDA MBE TEACHER, VE/INCLUSION 10 MONTH	Middleburg Elementary	Effective 2026-02-11 RESIGNATION
0.8	SERRANO, CATHARINE MARIE LES IN SCHOOL SUSPENSION 9 MON SU	Lakeside Elementary	Effective 2026-01-30 RESIGNATION
	TAYLOR, LAURA M CGE TEACHER, TITLE I, ELEM 10 MONTH	Coppergate Elementary	Effective 2026-06-01 RETIREMENT
	TURNER JR, GLENN ALLAN OPH TEACHER, SOC STUD, SH 10 MONTH	Orange Park High	Effective 2026-06-01 RESIGNATION

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III. Instructional Actions

F. SUPPLEMENT

	Name/Assignment	Site	Supplement Action
0.5	BELANGER, AJAY EDWIN LUCIEN CHS TRACK ASST SH SUPPLEME	Clay High	Appointment
0.5	BESS, PAUL OBADIAH OHS WRESTLING ASST SH SUPPLEME	Oakleaf High School	Appointment
	BEZUE, TAMEKA DANIELLE RHS TENNIS HD SH SUPPLEME	Ridgeview High School	Appointment
	BUCKLEW, BAIRE J FIH SOFTBALL FP ASST SH SUPPLEME	Fleming Island High School	Appointment
	CASSADA, RENEE C SUPPORT PEER TEACHER SUPPLEME	Coppergate Elementary	Appointment
	COLLERAN, ROXANNE CAROL SUPPORT PEER TEACHER SUPPLEME	Robert M. Paterson Elementary	Appointment
0.5	DUNKEL, MARESA LEWIS PES SAFETY PATROL SUPPLEME	Robert M. Paterson Elementary	Resignation
	GALLIGHER III, STEWART ALVIN WJH FOOTBALL ASST JH 25% SUPPLEME	Wilkinson Jr High	Resignation
0.5	HACKETT, BRITTANY NICOLE CHS TRACK ASST SH SUPPLEME	Clay High	Appointment
	HAWTHORNE, AUSTIN NEAL KHH TRACK HD JH SUPPLEME	Keystone Heights High School	Appointment
	HUNTER, SAMANTHA MICHELE DOE DEPT HEAD (6-10) SUPPLEME	Discovery Oaks Elementary	Resignation
	JACKSON, CARL LLOYD RHS TRACK HD SH SUPPLEME	Ridgeview High School	Appointment
	JIMENEZ-SANTIAGO, SAUL RHS BASEBALL HEAD SH SUPPLEME	Ridgeview High School	Appointment
	KILLINGSWORTH, KLINT THOMAS WJH BASEBALL ASST JH SUPPLEME	Wilkinson Jr High	Resignation
	KINDLE, GERARD KRISHAWN WJH FOOTBALL HD JH 25% SUPPLEME	Wilkinson Jr High	Resignation
	KOCAK, JAROD FRANKLIN LAJ BASEBALL HEAD JH SUPPLEME	Lake Asbury Junior High School	Appointment
	LOUIS-CHARLES, MOSELINE RHS TRACK ASST SH SUPPLEME	Ridgeview High School	Appointment
	MAULONI, JASON ANTHONY RHS BASEBALL ASST SH SUPPLEME	Ridgeview High School	Appointment

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III. Instructional Actions

F. SUPPLEMENT

Name/Assignment	Site	Supplement Action
PELLEGRIN, APRIL MARIE OLJ DEPT HEAD (11-16 SUPPLEME	Oakleaf Junior High School	Appointment
PIERCE, MATTHEW AARON RHS BASEBALL JV HD SH SUPPLEME	Ridgeview High School	Appointment
PIERSON, LISA MILDRED PES SAFETY PATROL SUPPLEME	Robert M. Paterson Elementary	Appointment
PIKE, ZEBULON MONTGOMERY WJH FOOTBALL ASST JH 25% SUPPLEME	Wilkinson Jr High	Appointment
RILEY JR, JAMES ODELL LAJ TRACK HD JH SUPPLEME	Lake Asbury Junior High School	Appointment
ROBINSON, JASON MATTHEW FIH BASEBALL JV HD SH SUPPLEME	Fleming Island High School	Appointment
ROSSET, ELIZABETH JILL LAJ TRACK ASST JH SUPPLEME	Lake Asbury Junior High School	Appointment
SMITH, JASON RHS WEIGHTS SUPPLEME	Ridgeview High School	Appointment
STRAYER II, WILLIAM DALE WJH FOOTBALL HD JH 25% SUPPLEME	Wilkinson Elementary	Appointment
TOMARO, PAUL RHS TRACK ASST SH SUPPLEME	Ridgeview High School	Appointment
TRIMBLE III, RAYMOND EARNEST KHH WEIGHTLIFTING HD JH SUPPLEME	Keystone Heights High School	Appointment
WALLS, MELANIE DAWN SUPPORT PEER TEACHER SUPPLEME	Keystone Heights High School	Appointment
ZANONE, JAMES DOUGLAS RHS TRACK ASST SH SUPPLEME	Ridgeview High School	Appointment

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III. INSTRUCTIONAL ACTIONS 2025-2026

G. PENDING APPOINTMENTS

Last Name	First Name	Site	Subject	OOF Subject

NONE

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III. INSTRUCTIONAL ACTIONS 2025-2026

H. OUT OF FIELD

Last Name	First Name	Site	Subject	OOF Subject

DRAFT

A. SUMMER SCHOOL

Name/Assignment	Site	Effective Dates
NONE		

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IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2025-2026

B. COMMUNITY EDUCATION

Appointments

NONE

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IV. INSTRUCTIONAL MISCELLANEOUS ACTIONS 2025-2026

C. ADULT EDUCATION

Appointments

NONE

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V. INSTRUCTIONAL SUBSTITUTE TEACHER ACTIONS 2025-2026

A. SUBSTITUTE TEACHER APPROVAL

Appointments

NONE

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VI. Support Actions

A. APPOINTMENT

	Name/Assignment	Site	Action/Effective
	CWYNAR, LISA DANIELE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2026-01-20 TRANSPOR / Annual
	DECOY, JORDAN MARGARET LJH CAFE ASSISTANT 3 HOURS 9 MON SU	Lakeside Junior High	Effective 2026-02-05 9 MON SU / Annual
	DELIA, RUTHLEY GPE TITLE I ASSISTANT 9 MON SU	Grove Park Elementary	Effective 2026-02-02 9 MON SU / Annual
	GARCIA CARRANZA, IVETT MNT CUSTODIAN 12 MO SU	Division of Support Srvcs	Effective 2026-02-03 12 MO SU / Annual
0.9	HERRERA, ROLANDO JOSEPH ROE BEHAVIORAL HEALTH ASST 9 MON SU	Rideout Elementary	Effective 2026-02-05 9 MON SU / Annual
	JACKSON, GREER BRIELLE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2026-01-20 TRANSPOR / Annual
0.9	JONES, JASMINE RENEE TES BEHAVIORAL HEALTH ASST 9 MON SU	Tynes Elementary	Effective 2026-02-02 9 MON SU / Annual
	JUNEAU, LINDSEY NICOLE TRN BUS DRIVER TRANSPOR	Transportation	Effective 2026-01-20 TRANSPOR / Annual
0.9	KING BAILEY, NAKIYA BENAE GPE BEHAVIORAL HEALTH ASST 9 MON SU	Grove Park Elementary	Effective 2026-01-30 9 MON SU / Annual
0.8	KOLESZKO, IVY DAWN GCJ ESOL CLASSROOM ASSISTANT 9 MON SU	Green Cove Springs Junior High	Effective 2026-02-06 9 MON SU / Annual
	MIXSON, NICHOLAS RYAN KHH CUSTODIAN 12 MO SU	Keystone Heights High School	Effective 2026-02-03 12 MO SU / Annual
	MURPHY, DESHAWN YVETTE OLJ SECRETARY 11 MO 11 MONTH	Oakleaf Junior High School	Effective 2026-02-05 11 MONTH / Annual
0.9	PORTER, THAI DARNELL CGE BEHAVIORAL HEALTH ASST 9 MON SU	Coppergate Elementary	Effective 2026-02-02 9 MON SU / Annual
	RILEY, SONIA LINDA TRN BUS DRIVER TRANSPOR	Transportation	Effective 2026-01-20 TRANSPOR / Annual
0.8	SANTIAGO, RICARDO ANGEL MHS ESOL CLASSROOM ASSISTANT 9 MON SU	Middleburg High	Effective 2026-01-30 9 MON SU / Annual
0.8	SCHUMANN, RUT RVE ESOL CLASSROOM ASSISTANT 9 MON SU	Ridgeview Elementary	Effective 2026-02-09 9 MON SU / Annual
0.1	SCHUMANN, RUT RVE TITLE I ASSISTANT	Ridgeview Elementary	Effective 2026-02-09 9 MON SU / Annual

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VI. Support Actions

A. APPOINTMENT

Name/Assignment	Site	Action/Effective
9 MON SU		
SENTER, LENVIL LAMAR TRN FUEL ATTENDANT 9 MON SU	Transportation	Effective 2026-02-02 9 MON SU / Annual
THOMAS, LATONYA DIESCHONE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2026-01-20 TRANSPOR / Annual
WINTERS, MARY KATHLEEN RVE REGISTERED NURSE 10 MONTH	Ridgeview Elementary	Effective 2026-02-04 10 MONTH / Annual

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VI. Support Actions

B. RE-APPOINTMENT

Name/Assignment	Site

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VI. Support Actions

C. RE-DESIGNATION

Name/Assignment	Site	Previous
BOREE, WENDY MICHELLE SUPPORT - CWL 9 M0 188 LNG TRM	COUNTY-WIDE LEAVE	Effective 2026-02-02 / redesignated from / CGE SCHOOL SECRETARY 10 MONTH / LNG TRM

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VI. Support Actions

D. TRANSFER

Name/Assignment	Site	Previous
BAILEY, SHEILA WHITE OPH CAFE ASSISTANT 7 HOURS 9 MON SU	Orange Park Elementary	Effective 2026-02-17 /transfer from / OPE CAFE ASSISTANT 5.5 HOURS
E0207202 SCHOOL SAFETY OFFICER 9 MON SU	SAFETY AND SECURITY	Effective 2026-02-02 /transfer from / SCHOOL SAFETY OFFICER
MULFORD, KAYLA MARIE BLC PRINCIPAL SECRETARY 12 MO SU	Bannerman Learning Center	EFFECTIVE 2024-08-09 TRANSFER FROM LAE 10 MO SCHOOL SECRETARY
TUCKER, ADAM LEE MNT LEAD ELECTRONICS TECHNICIA 12 MO SU	Division of Support Srvcs	Effective 2026-02-02 /transfer from / MNT ELECTRONICS TECH

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VI. Support Actions

E. RESIGNATIONS/RETIREMENTS/CONCLUDE EMPLOYMENT

	Name/Assignment	Site	Action/Effective
0.9	ALLEN, TODD LARREN KHH TITLE 1 ASSISTANT 9 MON SU	Keystone Heights High School	Effective 2026-02-27 RESIGNATION
	ALVAREZ PAREDES, ELVIA SUSANA POE CAFE ASSISTANT 6.5 HOURS 9 MON SU	Plantation Oaks Elementary	Effective 2026-02-12 RESIGNATION
	CAMPBELL, RENEE ANTENETTE GCJ REGISTERED NURSE 10 MONTH	Green Cove Springs Junior High	Effective 2026-02-11 RESIGNATION
	CERIA CLAIRSIN, MARIE Y FIH CUSTODIAN 12 MO SU	Fleming Island High School	Effective 2026-01-29 RESIGNATION
0.9	CRONN, CHELSY RAYE SPS BEHAVIORAL HEALTH ASST 9 MON SU	SPRING PARK ELEMENTARY SCHOOL	Effective 2026-01-30 RESIGNATION
0.9	GARCIA, CHRISTINA E FIE BEHAVIORAL HEALTH ASST 9 MON SU	Fleming Island Elementary	Effective 2026-01-27 RESIGNATION
	GUERRIER, CHARLOT TRN BUS DRIVER TRANSPOR	Transportation	Effective 2026-01-30 RESIGNATION
	HACKETT, ALLAN DAVID LAJ CUSTODIAN 12 MO SU	Lake Asbury Junior High School	Effective 2026-02-03 RESIGNATION
	HOLTHAUS, DONNA LYNN TRN BUS DRIVER TRANSPOR	Transportation	Effective 2026-02-19 RESIGNATION
	MANIS, LAYLA MARIE TRN ESE ASST/BUS MONITOR TRANSPOR	Transportation	Effective 2026-01-27 RESIGNATION
	PADGETT, MICHELLE L TRN BUS DRIVER TRANSPOR	Transportation	Effective 2026-02-06 RESIGNATION
	PARKER, TONI MARIE SLE LICENSED PRAC NURSE 10 MONTH	Shadowlawn Elementary	Effective 2026-02-06 RESIGNATION
	SISLEY, DEBRA SUE CVA DATA SERVICES ASSISTANT 12 MO SU	Clay Virtual Academy	Effective 2026-06-30 RETIREMENT

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VI. Support Actions

F. SUPPLEMENT

	Name/Assignment	Site	Previous
0.5	COLE, STEPHANIE ELIZABETH MHS TENNIS HD SH SUPPLEME	Middleburg High	Appointment
2.0	MCNEILL, MOLLY DIANE FIH TENNIS HD SH SUPPLEME	Fleming Island High School	Appointment
	PERKINS, ALEXIS JANEL OPH WRESTLING ASST SH SUPPLEME	Orange Park High	Appointment
	THOMPSON, DARRELL FIH TRACK HD SH SUPPLEME	Exceptional Student Education	Appointment

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March 5, 2026 - Regular School Board Meeting

Title

C4 - Appointment of Clay County School Board's CCEA and CESPA Bargaining Team Members for 2026-2027

Description

Bargaining Team members are approved by the School Board prior to collective bargaining each year. The Superintendent and Assistant Superintendent for Business Affairs are on both teams. Please see attachment.

Gap Analysis

N/A

Previous Outcomes

Bargaining teams have been approved by the school board in past years.

Expected Outcomes

The School Board of Clay County will approve the appointment of bargaining teams which will successfully negotiate the 2026-2027 contracts between the School Board of Clay County along with the CCEA and CESPA bargaining units.

Strategic Plan Goal

N/A

Recommendation

Approve the bargaining team members for 2026-2027.

Contact

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

Financial Impact

None

Review Comments

Attachments

2026-2027 District Bargaining Team Members.pdf

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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
Robert Alvero, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

2026-2027 District Bargaining Team Members

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CCEA Team:
Brenda Troutman (Chief Negotiator)
Jeff Schriver
Jason Martin
John Mescall
David Broskie
Dawn Posey

CESPA Team:
Brenda Troutman (Chief Negotiator)
Sarah Lawson
Stephanie Palmer
Courtney Schumacher
John Mescall
David Broskie
Dawn Posey

Leonard Dietzen will serve as special counsel for negotiations.

March 5, 2026 - Regular School Board Meeting

Title

C5 - Complete Salary Schedule 2025-2026

Description

Florida Statutes 1012.22 and 1012.27 require the district school board and superintendent to adopt a salary schedule to be used as a basis for paying school district employees.
The attached proposed 2025-2026 Salary Schedule reflects clerical updates, CCEA and CESPA bargaining updates.

Gap Analysis

Annual approval of Salary Schedules are required pursuant to section F.S. 1011.60(4).

Previous Outcomes

The Complete Salary Schedule was last brought to the Board on June 26, 2025 and was approved.

Expected Outcomes

Approval of the 2025-2026 Salary Schedule as presented.

Strategic Plan Goal

Goal 2: Talent Recruitment, Development and Retention.

Recommendation

Approve the 2025-2026 Salary Schedule as presented.

Contact

Brenda Troutman, Assistant Superintendent Human Resources. Brenda.Troutman@myoneclay.net. 904.336.6701

Financial Impact

Review Comments

Attachments

For Board Approval-2025-2026 Salary Schedule.pdf

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CLAY COUNTY DISTRICT SCHOOLS

Salary Schedule

2025-2026

School Board Approval:

~~June 26, 2025~~

March 5, 2026

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Section I: Administrative, Management, Supervisory, Confidential

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Table I: Title of Position for Administrative/Management and Supervisory Personnel Salary Schedule

~~2024-2025 Salary Schedule~~

Title of Position for Administrative/Management and Supervisory Personnel Salary Schedule

SALARY SCHEDULE TITLE	POSITION TITLE
Coordinator IV	• Food Service Specialist • Area Manager • Graphic Designer • Coordinator of Routing • Marketing and Farm to School Coordinator • Vice President of the Clay Education Foundation
Coordinator III	• Transportation Specialist • Technology Services Manager • Coordinator of Workforce Development • District Threat Management Coordinator
Coordinator II	• Coordinator of Procurement / Buyer • Coordinator of School Food and Nutrition Services • Project Budget and Purchasing Coordinator • Chief of Staff • Building Automation System (BAS) Coordinator • President/CEO of the Clay Education Foundation • Coordinator of Health and Wellness • Coordinator of Accounting • Coordinator of Health Benefits
Coordinator I	• Coordinator of Payroll Activities • Fire Safety Inspector I • Technology Services Coordinator • Coordinator of Strategic Planning and Community Partnerships • Coordinator of School Choice and Charter Schools • Coordinator of Exceptional Student Education • Coordinator of Accounts Payable • Coordinator of Accounting / Budget • Coordinator or Risk Management • Coordinator of Property Control • Coordinator of Nursing Services • Coordinator of Shop Operations • Coordinator of Student Engagement • Coordinator of Internal Accounts • Coordinator of District Athletics and Development • Coordinator of Multi-Tiered Systems of Support (MTSS) • Coordinator of Teacher Support • Data Scientist for School Improvement • Lead Building Automation Systems (BAS) Coordinator • Coordinator of Mental Health Services • Family and Community Engagement Coordinator • Safety and Security Coordinator

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Supervisor III	• Supervisor of Transportation Services • Maintenance Supervisor – Technical and General • Project Manager • Supervisor of Planning and Intergovernmental Relations • Supervisor of Teacher Support
Supervisor II	• Supervisor of Exceptional Student Education • Supervisor of Adult/Community Education • Supervisor of Reading and Early Literacy • Supervisor of Purchasing and Material Management • Supervisor of Instructional Resources/STEM • Supervisor of Technology Services • Supervisor of Federal Programs • Supervisor of Personnel Certification and Placement • Supervisor of Payroll Activities • Supervisor of the English for Speakers of Other Languages (ESOL) Program • Supervisor of Risk Management & Employee Benefits • Supervisor of Safety and Security • Supervisor of Multi-Tiered System of Supports (MTSS)
Supervisor I	• ESE SEDNET Supervisor • Supervisor of Career & Technical Education, Community and Business Partnerships • Supervisor of Career & Technical Education, Program Implementation • Supervisor of Personnel Services • Supervisor of Mental Health and Wellness Services • Supervisor of School Improvement & Leadership Development • Supervisor of Assessment & Accountability • Supervisor of Information Services • Assistant Director of Transportation • Chief Communication and Community Engagement Specialist
Director III	• Building Official
Director I	• Director of Information Services • Director of Exceptional Student Education • Director of Facility Planning and Construction • Director of Support Personnel Services • Director of Assessment, Accountability, and School Support • Director of Instructional Personnel Services • Director of Transportation • Director of Exceptional Student Education • Director of K12 Academic Support Services • Director of Professional Development, School Improvement and Assessment • Director of Maintenance • Director of Food and Nutrition Services • Director of Finance • Director of Climate & Culture • Director of Safety & Security
Assistant Principal	• Assistant Principal
Vice Principal	• Vice Principal
Principal	• Principal

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Administrator on Assignment	• Administrator on Assignment
Assistant Superintendent	• Assistant Superintendent for Human Resources • Assistant Superintendent for Business Affairs • Assistant Superintendent for Operations • Chief Academic Officer • Chief of Secondary Education • Chief of Elementary Education

Revised: 06/26/2025

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Control Factors

Control Factors for Administrative/Management and Supervisory Personnel Salary Schedule

Unless otherwise recommended by the Superintendent, all persons being placed on the schedule for the first time will be assigned to step 0 for the pay grade appropriate to their position. The Superintendent may assign placement above step 0 subject to School Board approval to (a) ensure that one who is a teacher in the district will not receive a "pay cut" when compared to their teaching salary projected for twelve months, or (b) provide an added incentive to a person with critically needed skills. Under no circumstances will a person being placed on the schedule for the first time be placed above step 23.

~~When a person already on the administrative salary schedule is assigned a new district level position on the schedule, the person will be placed on the salary schedule (pay grade/step) for the new position closest to their current salary, including supplements, if applicable. The person would not maintain the same step status for the new district level position unless a decrease in overall salary would result. This paragraph shall apply only to an administrator whose move is to a district level administrative position.~~ If an individual currently placed on the administrative salary schedule applies for and is selected for a new district-level position on the administrative salary schedule, the individual shall be placed at the appropriate pay grade and step for the newly obtained position based on verified experience. Placement shall be determined in accordance with the salary schedule applicable to the position and does not guarantee maintenance of the individual's current salary level, including supplements, if applicable. The Superintendent may authorize additional compensation as an incentive for individuals possessing critically needed skills for the position. This provision applies only to administrators moving to district level administrative positions.

~~A district level administrator who accepts a school based administrative position shall maintain his/her step on the schedule when assigned to the new pay grade.~~ A district level administrator who accepts a school based administrative position shall maintain his/her step on the schedule when assigned to the new pay grade. If such district level administrator applies and obtains a school based administrative position, the individual shall be placed at the appropriate level based on verified experience.

Unless the Superintendent takes overt action to withhold an increment, each person will advance one step on the schedule up through step 23 for each year of administrative/management experience within the Clay County Schools except as follows:

1. If an administrator (including a Cafeteria Manager) receives an unsatisfactory rating on his/her annual performance evaluation and the Superintendent recommends reappointment to an administrative position for the following year, the administrator will receive the same salary in the next school year as he/she received during the unsatisfactory year of service. Such administrator will be ineligible for any step, supplement or base salary pay increase. This freeze will apply for, at least, the school year following the administrator's receipt of an unsatisfactory evaluation.

2. If, during the frozen salary year, the administrator earns a satisfactory evaluation, he/she will be placed back on the salary schedule for the following year and, if otherwise eligible, receive any step increase approved by the Board.

3. If the administrator referenced in 1. above receives satisfactory ratings on the final performance evaluations for each of the two (2) years following the receipt of an unsatisfactory rating, the administrator will be eligible, the third year, for any salary step and/or step amount that would have applied had the administrator never earned an unsatisfactory evaluation.

If the situation arises where the chief officer of a school makes less money than another person in that school, the situation shall be brought to the attention of the School Board to be considered on a case by case basis.

Administrative positions are 12-month positions unless otherwise approved in the allocation document. The salary and applicable supplement of a-less-than-12-month administrator shall be prorated based on the

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number of contract days times the daily rate of pay established in the Administrative Salary Tables contained herein.

The 10 or 11-month calendar for an administrator shall be the same as that established for other 10 (196 days) or 11 (216 days) - month employees.

Revised: ~~11/03/2022~~ 03/05/2026

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Table II: Pay Grades

Pay Grades for Administrative/Management and Supervisory Personnel Salary Schedule

PAY GRADE	SALARY SCHEDULE TITLE
112	Coordinator IV
125	Coordinator III
140	Coordinator II
155	Coordinator I
168	Assistant Principal (Base)
168	Vice Principal (Base)
173	Supervisor III
173	Director III
193	Supervisor II
193	Director II
200	Principal Special School (Base)
200	Principal (Base)
200	Supervisor I
215	Director I
See Below*	Administrator on Assignment
238	Assistant Superintendent

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*An administrator will maintain his/her contracted salary earned immediately prior to the transfer/redesignation as an Administrator on Assignment for the balance of the school year during which the transfer/redesignation takes place.

Revised: 04/06/2017

Table III: Indices for Pay Grades

Indices for Each Pay Grade/Step for Administrative/Management and Supervisory Personnel Salary Schedule

Pay Grades	STEPS 0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
100	1.000	1.030	1.060	1.090	1.120	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450
110	1.100	1.130	1.160	1.190	1.220	1.250	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550
112	1.120	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570
115	1.150	1.180	1.210	1.240	1.270	1.300	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570	1.600
125	1.250	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700
128	1.280	1.310	1.340	1.370	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730
133	1.330	1.360	1.390	1.420	1.450	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780
135	1.350	1.380	1.410	1.440	1.470	1.500	1.530	1.560	1.590	1.620	1.650	1.680	1.710	1.740	1.770	1.800
140	1.400	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850
143	1.430	1.460	1.490	1.520	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880
145	1.450	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900
150	1.500	1.530	1.560	1.590	1.620	1.650	1.680	1.710	1.740	1.770	1.800	1.830	1.860	1.890	1.920	1.950
155	1.550	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000
158	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030
163	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080
168	1.680	1.710	1.740	1.770	1.800	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130
173	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180
175	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200
180	1.800	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250
183	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280
188	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330
193	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380
195	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400
200	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450
208	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530
215	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600
225	2.250	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700
238	2.380	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830
250	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830	2.860	2.890	2.920	2.950
280	2.800	2.830	2.860	2.890	2.920	2.950	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250

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Pay Grades	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
100	1.480	1.510	1.540	1.570	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900
110	1.580	1.610	1.640	1.670	1.700	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000
112	1.600	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020
115	1.630	1.660	1.690	1.720	1.750	1.780	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050
125	1.730	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150
128	1.760	1.790	1.820	1.850	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180
133	1.810	1.840	1.870	1.900	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230
135	1.830	1.860	1.890	1.920	1.950	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250
140	1.880	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300
143	1.910	1.940	1.970	2.000	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330
145	1.930	1.960	1.990	2.020	2.050	2.080	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350
150	1.980	2.010	2.040	2.070	2.100	2.130	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400
155	2.030	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450
158	2.060	2.090	2.120	2.150	2.180	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480
163	2.110	2.140	2.170	2.200	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530
168	2.160	2.190	2.220	2.250	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580
173	2.210	2.240	2.270	2.300	2.330	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600	2.630
175	2.230	2.260	2.290	2.320	2.350	2.380	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650
180	2.280	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700
183	2.310	2.340	2.370	2.400	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700	2.730
188	2.360	2.390	2.420	2.450	2.480	2.510	2.540	2.570	2.600	2.630	2.660	2.690	2.720	2.750	2.780
193	2.410	2.440	2.470	2.500	2.530	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830
195	2.430	2.460	2.490	2.520	2.550	2.580	2.610	2.640	2.670	2.700	2.730	2.760	2.790	2.820	2.850
200	2.480	2.510	2.540	2.570	2.600	2.630	2.660	2.690	2.720	2.750	2.780	2.810	2.840	2.870	2.900
208	2.560	2.590	2.620	2.650	2.680	2.710	2.740	2.770	2.800	2.830	2.860	2.890	2.920	2.950	2.980
215	2.630	2.660	2.690	2.720	2.750	2.780	2.810	2.840	2.870	2.900	2.930	2.960	2.990	3.020	3.050
225	2.730	2.760	2.790	2.820	2.850	2.880	2.910	2.940	2.970	3.000	3.030	3.060	3.090	3.120	3.150
238	2.860	2.890	2.920	2.950	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250	3.280
250	2.980	3.010	3.040	3.070	3.100	3.130	3.160	3.190	3.220	3.250	3.280	3.310	3.340	3.370	3.400
280	3.280	3.310	3.340	3.370	3.400	3.430	3.460	3.490	3.520	3.550	3.580	3.610	3.640	3.670	3.700

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Table IV-A: Table of Factors

~~2024-2025~~ ~~Salary Schedule~~
Table of Factors - School Based Administrators
Based on 260 Day Contract

~~Add the following supplements to the base salary for school administrators (principal, assistant principal, and vice principal). Supplements are stated in terms of indices of a base of $38,500.~~ Administrative base salaries will be calculated using the following formula for twelve (12) month contracts. Eleven (11) and ten (10) month contracts will be appropriately prorated.

BASE SALARY: (Index X $43,750):

Administrator	Pay Grade	Starting Salary
Assistant/Vice Principal	168	73,500
Principal	200	87,500

PERFORMANCE PAY:
Salary adjustments will be made in compliance with Florida Statutes for school based administrators using the following performance pay model:

Performance Pay dollars = (#HE)(1.34XZ) = (#E)(X)

The base salary for school based administrators will be determined individually each year using the base salary of the administrator from the previous year and applying any performance pay salary adjustment for the following year.

SUPPLEMENTS: Add the following supplements to the base salary for school administrators (principal, assistant principal, and vice principal). Supplements are stated in terms of indices of a base of $38,500.

A.	School Level	Principal	Vice Principal	Assistant Principal
	Special School	.12	--	.07
	Elementary	0	--	0
	Middle/Junior High	.12	.10	.07
	High School	.15	.12	.07
	Virtual School	.10		

B.	Population of School	Category	Weighted FTE Factors	Amount
		I	Less than 750	0
		II	Greater than 749 & Less than 1800	.07 (Principal Only) .05 (Asst/Vice Principal only)
		III	Greater than 1799	.12 (Principal Only) .06 (Asst/Vice Principal only)

*~~An administrator who is involuntarily transferred to a Principal on Assignment position will maintain his/her contracted salary and related supplement(s) for the balance of the school year during which the transfer takes place.~~

Revised: ~~12/12/2024~~ 03/05/2026

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Table IV-B: Weighted FTE Factors (based on ~~2023-2024~~ 2024-2025 SY)

School Name	~~Unweighted~~	Unweighted	~~Weighted~~	Weighted
Argyle Elementary	~~809.02~~	725.67	~~879.99~~	792.48
Charles E. Bennett Elementary	~~566.99~~	556.45	~~612.38~~	599.37
Clay High	~~1511.51~~	1596.14	~~1531.75~~	1602.15
Clay Hill Elementary	~~435.18~~	418.95	~~166.87~~	448.92
Coppergate Elementary	~~596.65~~	588.66	~~647.34~~	634.5
Discovery Oaks Elementary	~~936.80~~	912	~~1003.71~~	973.81
Doctors Inlet Elementary	~~551.42~~	542.66	~~595.72~~	584.67
Fleming Island Elementary	~~649.37~~	619.72	~~745.84~~	759.44
Fleming Island High	~~1683.20~~	1600.57	~~1680.06~~	1585.6
Green Cove Springs Junior High	~~785.51~~	792.79	~~789.94~~	822.05
Grove Park Elementary	~~392.04~~	446.82	~~424.82~~	493.23
Keystone Heights Elementary	~~807.69~~	770.71	~~888.64~~	852.52
Keystone Heights High	~~1021.14~~	988.23	~~1064.77~~	1016.16
Lake Asbury Elementary	~~850.70~~	927.84	~~928.80~~	1016.22
Lake Asbury Junior High	~~990.73~~	929.98	~~1010.72~~	959.85
Lakeside Elementary	~~719.92~~	717.13	~~780.84~~	770.48
Lakeside Junior High	~~911.05~~	853.12	~~960.30~~	910.63
McRae Elementary	~~540.56~~	534.15	~~622.76~~	611.52
Middleburg Elementary	~~541.97~~	581.37	~~583.86~~	623.5
Middleburg High	~~1668.94~~	1669.3	~~1723.17~~	1709.38
Montclair Elementary	~~414.49~~	402.01	~~446.97~~	435.41
Oakleaf High	~~2134.79~~	2039.72	~~2157.48~~	2041.83
Oakleaf Junior High	~~970.33~~	893.89	~~982.28~~	903.73
Oakleaf Village Elementary	~~1042.22~~	1012.86	~~1143.61~~	1103.06
Orange Park Elementary	~~478.87~~	487.24	~~513.92~~	521.55
Orange Park High	~~1769.71~~	1686.33	~~1780.05~~	1691.13
Orange Park Junior High	~~781.55~~	806.21	~~794.92~~	827.42
Plantation Oaks Elementary	~~946.50~~	909.82	~~1064.96~~	1060.04
Rideout Elementary	~~687.85~~	769.79	~~765.45~~	840.22
Ridgeview Elementary	~~594.36~~	579.04	~~694.29~~	687.85
Ridgeview High	~~1628.88~~	1634.87	~~1711.23~~	1695.2
Robert M. Paterson Elementary	~~679.15~~	659.5	~~727.41~~	703.62
S. Bryan Jennings Elementary	~~496.40~~	486.12	~~540.98~~	530.56
Shadowlawn Elementary	~~711.59~~	679.35	~~764.71~~	728.49
Spring Park Elementary	~~675.52~~	699.38	~~745.96~~	765.58
Swimming Pen Creek Elementary	~~441.23~~	449.46	~~482.44~~	486.84
Thunderbolt Elementary	~~802.94~~	752.86	~~885.34~~	837.1
Tynes Elementary	~~994.72~~	1045	~~1135.46~~	1209.6
W.E. Cherry Elementary	~~630.46~~	637.25	~~801.26~~	799.73
Wilkinson Elementary	~~665.17~~	686.28	~~721.02~~	741.23
Wilkinson Junior High	~~765.27~~	705.73	~~769.50~~	708.2
Bannerman Learning Center	~~194.46~~	178.51	~~236.04~~	239.49
Clay Virtual Academy	~~N/A~~	3.94	~~N/A~~	3.9
Clay Virtual Franchise	~~648.42~~	631.16	~~645.06~~	622.68

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Table V: Salary for Administrative/Management and Supervisory Personnel

Steps 0 – 23/ Index of 1.000 = $43,750 (Base)
Based on 260 Day Contract

Placement Schedule

Example of Application of Pay Grades/Indices

- Pay Grade 193 = Range of Indices 1.930 - 2.62 (Table III) For Steps 0 – 23
- Step 0 = 1.93 x 43,750 = $84,437.50
- Step 23 = 2.62 x 43,750 = $114,625.00
- Increment = .03 x 43,750 = $1,312.50

Pay Grade	Salary Schedule Title	Starting Salary
112	Coordinator IV	$49,000.00
125	Coordinator III	$54,687.50
140	Coordinator II	$61,250.00
155	Coordinator I	$67,812.50
168	Assistant Principal (Base)	$73,500.00
168	Vice Principal (Base)	$73,500.00
173	Supervisor III	$75,687.50
173	Director III	$75,687.50
193	Supervisor II	$84,437.50
193	Director II	$84,437.50
200	Principal (Base)	$87,500.00
200	Supervisor I	$87,500.00
215	Director I	$94,062.50
238	Assistant Superintendent	$104,125.00

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~~Note: For the 2024-2025 school year the base multiplier was increased by $1,000.00 Salary increases for the 2024-2025 school year will be for those Administrators/Management & Supervisors who are employed as an Administrator/Management & Supervisory position by Clay County District Schools upon the date of board approval. Salary increase will be retroactive to the start of the employee's 2024-2025 contract.~~

Revised: ~~12/12/2024~~ 03/05/2026

Table VI: Cafeteria Management

Starting Salary ~~Ranges~~ (Based on 197 days-7.5 hours per day)
(Index of 1.000 = $19,967.00)

Salary Schedule Title	Pay Grade	Starting Salary
Food and Nutrition Services Manager Intern	133	$26,556.00
Food and Nutrition Services Manager Intern, High School Based	133	$26,556.00
Food and Nutrition Services Manager - Satellite SAT I	140	$27,953.80
Food and Nutrition Services Manager - Self Contained SCI	173	$34,543.00
Food and Nutrition Services Manager - Satellite Base SBI	193	$38,536.00
Senior High Food and Nutrition Services Manager - Self Contained SCIB	195	$38,936.00
Senior High Food and Nutrition Services Manager - Satellite Base SBIA	200	$39,934.00

Education:

Add $1,030.00 to salary for Associates Degree in Food Service Technology and/or Restaurant Management, Dietetics or related field from a university or college accredited by one of the Regional Accrediting Agencies or a certificate or diploma in Culinary Arts or related field from a technical school accredited by the Council on Occupational Education (COE).

Notes:

1. Effective October 30, 1995 employees placed in this schedule for the first time may be credited with up to 4 years of approved, non-administrative food service experience and may be credited with approved experience in administration in a quantity food service operation.
2. See Control Factors for Administrative/Management and Supervisory Personnel regarding consequences of unsatisfactory evaluation on salary for following year(s).
3. Cafeteria Management personnel holding current valid certificate from the American School Food Service Association will receive an annual payment of $100.00 contingent upon Human Resources Division's receipt of proof of current, valid certificate no later than December 1 of each year.

~~Note: Salary increases for the 2024-2025 school year will be for those Administrators/Management & Supervisors who are employed as an Administrator/Management & Supervisory position by Clay County District Schools upon the date of board approval. Salary increase will be retroactive to the start of the employee's 2024-2025 contract.~~

Revised: ~~12/12/2024~~ 03/05/2026

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Table VII: Miscellaneous Administrative/Managerial Salaries

School Board Attorney	$120,000 - $150,000 Annual Salary (To be paid in equal installments)
School Board Bargaining Team Members	
Clay County Education Association Negotiations	$1,500 (to be paid when ratified)
Clay Educational Support Personnel Association Negotiations	$1,500 (to be paid when ratified)
~~Florida State Lodge Fraternal Order of Police Negotiations~~	~~$1,500 (to be paid when ratified)~~
Intergovernmental Coordination	$1,800 (to be paid in equal installments)

Degree Differentials for Administrators

Advanced degree pay for school based administrators, based on F.S.1012.22, must be held in the individual's area of certification. District based administrators Advanced Degree must be job related.

Master's Degree	$2,000
Specialist Degree	$2,700
Juris Doctorate	$2,700
Doctorate Degree	$3,300

Saturday School Administrator	Hourly rate based on regular salary (beyond work hours)

OTHER PROGRAMS (OTHER THAN 310 AGREEMENTS)

Employees employed in other programs beyond their scheduled day or during the summer shall be paid as follows at the discretion of the Superintendent or his/her designee:

1. An hourly rate of pay equivalent to their normal rate of pay in effect, or
2. The rate of pay for the position employed in, based either on the Administrative, Teacher or Support Salary Schedule, or
3. A rate of pay selected from the rates determined for Temporary Adult Labor.

A former Clay County administrator who has retired or resigned from the School System with a satisfactory evaluation shall receive an hourly rate of pay for teaching Adult Education that is derived from the application of the administrator's years of previously-approved experience to the adopted salary schedule for teachers in effect at the time the administrator retired. However, for such retirees employed effective July 1, 1999, such hourly pay shall not exceed $26/hr. Teachers of these Adult Education FTE courses in 1998-99 whose pay was greater than $26/hr. in 1998-99 shall be frozen at the 1998-99 hourly rate as long as they continuously teach Adult Education FTE classes.

EMERGENCY SHELTER OPENINGS

(NOT as part of emergency closing of schools or district facilities. See policy 6GX-10-2.31 for salaries paid to employees assigned to work in shelters during emergency closings of school or district facilities.)

When an administrator is called by the Superintendent or his designee to assist in the opening of an emergency shelter during hours outside of the administrator's normal work day, the administrator will be paid at his/her normal hourly rate of pay. This additional pay shall apply to all work required in addition to the administrator's normal duties and responsibilities as a result of the emergency shelter opening and as authorized by the Superintendent or his designee.

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Table VIII: Confidential Employee Salaries

Title	Pay Grade on Confidential Table
Executive Secretary to Superintendent/School Board	C41
Executive Secretary to School Board Attorney	C31
Position Control Allocations Specialist	C31
Administrative Secretary, Sr., Human Resources	C32
Internal Accounts Specialist	C31
Risk Management Specialist	C31
Human Resources Personnel Specialist	C31
Insurance Assistant	C24
Payroll Assistant	C24
Risk Management Support Assistant	C23
Data Entry/Records Technician	C21
Shop Manager	C42

The School District of Clay County Confidential Personnel Pay Structure

Pay Grades	C21	C23	C24	C31	C32	C41	C42	C43
STEP 1	$15.40	$15.70	$17.10	$18.17	$19.95	$21.43	$22.89	$24.46
STEP 2	$15.70	$16.25	$17.52	$18.64	$20.50	$22.07	$23.56	$25.21
STEP 3	$16.00	$17.12	$17.94	$19.13	$21.05	$22.71	$24.26	$25.98
STEP 4	$16.25	$17.53	$18.37	$19.65	$21.63	$23.39	$25.02	$26.78
STEP 5	$16.50	$17.98	$18.82	$20.16	$22.22	$24.10	$25.77	$27.60
STEP 6	$16.79	$18.39	$19.29	$20.70	$22.83	$24.82	$26.56	$28.46
STEP 7	$17.17	$18.83	$19.76	$21.28	$23.47	$25.58	$27.40	$29.34
STEP 8	$17.59	$19.31	$20.26	$21.85	$24.13	$26.37	$28.25	$30.29
STEP 9	$18.01	$19.77	$20.74	$22.44	$24.81	$27.17	$29.13	$31.33
STEP 10	$18.43	$20.27	$21.28	$23.07	$25.52	$28.02	$30.03	$32.23
STEP 11	$18.88	$20.76	$21.81	$23.75	$26.26	$28.89	$30.99	$33.26
STEP 12	$19.34	$21.30	$22.37	$24.43	$27.01	$29.82	$31.99	$34.33
STEP 13	$19.82	$21.83	$22.95	$25.14	$27.81	$30.76	$33.02	$35.44
STEP 14	$20.30	$22.39	$23.54	$25.88	$28.61	$31.73	$34.08	$36.57
STEP 15	$20.81	$22.97	$24.15	$26.64	$29.45	$32.74	$35.19	$37.75
STEP 16	$21.33	$23.57	$24.78	$27.42	$30.32	$33.79	$36.33	$38.99
STEP 17	$21.86	$24.18	$25.43	$28.24	$31.21	$34.87	$37.52	$40.26
STEP 18	$22.42	$24.81	$26.11	$29.08	$32.14	$36.00	$38.75	$41.58
STEP 19	$22.93	$25.40	$26.73	$29.79	$32.93	$36.90	$39.73	$42.64
STEP 20	$23.50	$26.05	$27.43	$30.66	$33.88	$38.07	$41.00	$44.01
STEP 21	$24.68	$27.39	$28.86	$32.38	$35.79	$40.32	$43.46	$46.67
STEP 22	$25.35	$28.16	$29.67	$33.39	$36.91	$41.69	$44.95	$48.27
STEP 23	$26.14	$29.05	$30.62	$34.55	$38.19	$43.22	$46.63	$50.07
STEP 24	$26.97	$30.00	$31.62	$35.78	$39.55	$44.86	$48.42	$52.00
STEP 25	$27.88	$31.03	$32.72	$37.14	$41.05	$46.67	$50.40	$54.13

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Revised: ~~06/26/2025~~ 03/05/2026

Section II: Certificated

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Article XXVIII: Compensation

A. Experience

1. Up to 30 years of approved, verified state-certified teaching experience may be accepted for new hires. A Clay teacher returning from a Board approved leave of absence shall be placed on the salary schedule based on the approved experience credited to him/her at the beginning of his/her extended leave of absence. Documentation from each previous employer must show that the employee is eligible for rehire.(Note: Prior to July 1, 2001, the maximum years of teaching experience accepted for new hires was 18 years.) Such experience must be full-time experience and gained in schools in the U.S., U.S. territory or under Department of Defense/State jurisdiction that are accredited by an approved accrediting agency at the time of employment, and, effective July 1, 2007, an International Baccalaureate School that has been accredited by the International Baccalaureate Organization (I.B.O.) Effective July 1, 2009, full-time satisfactory teaching experience in a foreign country may be accepted if the school is accredited by any of the six (6) regional accrediting agencies. The teacher must submit the approved Human Resources experience verification form completed in English, or the teacher will pay for a translation by a recognized translation service provider. This experience may include experience in PreK-12 public schools; experience in private or parochial PreK-12 schools with salary adjusted for verified experience beyond four (4) years effective 7-01-97. In addition, up to 18 years may include full-time teaching or counseling experience in colleges or universities, recognized as accredited by the state department of education at the time of employment. Salary will be adjusted for this verified college or university experience beyond four (4) years effective 7-01-99. Excluded is adjunct teaching, teaching or counseling performed while attending the college or university as a student, effective 7-01-98. Beginning with the ratification of the 1992-93 contract, full-time experience as a pre-kindergarten or kindergarten teacher in a school where the primary focus is pre-kindergarten or kindergarten may only be approved when such school is under the jurisdiction of and funded by the state department of education.

2. Effective July 1, 2007, appropriate teaching experience gained in a Florida public school system in the same school year as experience gained as a teacher/administrator in the Clay County School District may be combined in order to be evaluated to earn a year's experience.

3. Full-time experience on the salary schedule may also be approved in accordance with Board policy for occupational experience as appropriate for occupational therapists, physical therapists, speech clinicians, social workers, media specialists, behavior management teachers, counselors, and for vocational trades instructors and for up to four (4) years of approved active military service. Such occupational experience approved for degreed vocational instructors, behavior management teachers, and counselors shall be limited to four (4) years and, for counselors, must have been while contracted under a 310 agreement in a U.S. public school.

4. Effective July 1, 2001, verified administrative experience in a public, private or parochial K-12 school system may be included in the up-to-30 years of approved experience for new hires. Such experience must be full-time and gained in schools in the U.S., U.S. territory or under Department of Defense/State jurisdiction that are accredited by an approved accrediting agency at the time of employment. Experience earned as a Clay County administrator may be credited to the teacher for placement on the salary schedule.

5. Effective July 1, 2009, classroom experience that requires student contact as a Clay County support employee may be credited to the teacher for placement on the salary schedule.

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6. Also see Article XXIII (Employment Conditions for Eleven and Twelve Month Instructional Employees) regarding experience for School Psychologists.

7. Any employee hired after the effective date of this Agreement, who has retired under the Florida Retirement System (FRS), will not be given credit on the salary schedule for any employment before the date of the employee's retirement under the FRS, or the date of DROP exit, whichever is later. Effective July 1, 2011, all other employees who were hired after retiring under the FRS will no longer be given credit on the salary schedule for any employment before the date of the employee's retirement under the FRS, or the date of DROP exit, whichever is later; these employees will be placed on the salary schedule in accordance with experience earned after the date of retirement under the FRS or DROP exit, whichever is later.

B. New hires and teachers returning from an approved year leave of absence without pay shall be paid in accordance with the schedule set forth in Appendix IV on the basis of approved teaching experience.

C. Under no circumstance shall any teacher be assigned a salary which is at a higher level than that which is equivalent to his/her approved experience unless eligibility criteria is met by the teacher under performance pay guidelines as specified in the collective bargaining agreement.

D. The method of advancement to succeeding levels after the 2001-2002 school year shall be determined through negotiations. There shall be no presumption of status quo with respect to the method of advancement.

E.

1. For the purpose of awarding experience on the salary schedule, a year of service shall be full time paid and contracted actual service of more than one-half of the 196 or more contracted days in the year service was rendered. For the purpose of providing benefits in this Agreement, full time shall mean a person contracted for a six-tenths (.6) or greater allocated position or for (.6) or more of each consecutive day during the contract period unless otherwise indicated.

2. If an Annual Contract Teacher receives a letter of notification of non-reappointment by May 1st and is subsequently hired the following school year; said Annual Contract Teacher shall not be considered to have had a break in service.

F. Receipt of Negotiated Salary Steps and/or other Salary Increase Tied to Teacher Performance:

1. Salary adjustments are defined statutorily and mean an addition to the base salary schedule that is not a bonus and becomes part of the employee's permanent base salary. See Paragraph M. for Performance Pay Plan.

G. ROTC instructors shall be placed in accordance with the special provision as indicated in Appendix IV.

H. Employees assigned to paid supplement positions shall be paid in accordance with said Appendix and all other provisions of this Agreement.

I. Teachers shall be paid in 24 equal payments per year.

J. Terminal Sick Leave:

1. At the employee's option and upon written request by the employee at the time of separation, the Board shall provide terminal pay to any teacher upon the teacher's non-disciplinary separation from school district employment or enrollment in DROP, or to the teacher's beneficiary if service is terminated by death. Such terminal pay shall not exceed one hundred twenty (120) days, and shall be established as outlined below.

2. Employees hired after November 19, 2002 shall be eligible for terminal pay as defined under this policy upon completion of three consecutive years of service in Clay County. For

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employees hired prior to November 19, 2002, Clay County service requirements shown in paragraph J. 3(a) through J. 3 (e) need not be consecutive.

3. For the purposes of determining eligibility for terminal pay, a year of service shall be defined as: paid service rendered in a .6 or greater allocation for a minimum of one day more than half the normal working contract in the fiscal year, provided that eligibility during the first three Clay years shall be based on the anniversary of the initial date of hire. Terminal pay shall be based on the years of service in Clay County. The employee must have been:

    a. Employed as a teacher for at least three (3) years in Clay County, in which case the terminal pay shall be at the rate of 35% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or

    b. Employed as a teacher for more than three (3) years but not more than six (6) years in Clay County, in which case the terminal pay shall be at the rate of 40% time the number of days accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or

    c. Employed as a teacher for more than six (6) years but not more than nine (9) years in Clay County, in which case the terminal pay shall be at the rate of 45% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or

    d. Employed as a teacher for more than nine (9) years but not more than twelve (12) years in Clay County, in which case the terminal pay shall be at the rate of 50% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or

    e. Employed as a teacher during and after the thirteenth (13th) year in Clay County in which case the terminal pay shall be at the rate of 100% times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days.

4. Effective March 17, 2000, an employee who terminates employment through regular FRS retirement shall deposit 100% of his/her terminal sick and annual leave payments into the Board-approved Qualified Retirement Plan, up to the limits established by the Internal Revenue Service.

5. All employees participating in the Plan since its implementation in Clay County, who are under fifty-five (55) years of age at the time of termination of employment and choose, at the time of termination, to take a cash distribution in the amount of 100% of their respective balance from the Board-approved 401(a) Qualified Retirement Plan and are assessed a withdrawal penalty, shall be reimbursed a percentage of the withdrawal by the Board. This reimbursement is an amount equal to the difference between the current withdrawal penalty and the current Social Security and Medicare combined tax contribution rate. If the withdrawal penalty and/or Social Security and Medicare tax rates change, the amount of reimbursement from the Board shall change accordingly.

6. Effective March 17, 2000, an employee who is already enrolled in DROP, or, who elects thereafter to participate in DROP, shall deposit his/her accumulated terminal sick leave pay, for which he/she is eligible, into the Board-approved 401(a) Qualified Retirement Plan, subject to annual contribution limits and according to the following:

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Payment	Maximum Percentage of Accumulated Terminal Sick Leave Days
Year 1	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 2	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 3	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 4	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 5	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 6	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 7	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 8	100% of balance of the individual's terminal sick leave, not to exceed a total of 120 days

a. The initial payment shall be made on the last payday in April following the employee's DROP effective date, or the last payday in April, 2000, for those already enrolled in DROP as of March 17, 2000. Subsequent payments shall be made on the last payday in April of each year following the employee's DROP effective date anniversary.

b. The rate of pay used to calculate the amount to be placed in the 401(a) Plan shall be the employee's daily rate of pay on each payment date.

c. If an employee elects to participate in DROP for fewer than the ninety-six-month maximum, or, has fewer than the ninety-six-month maximum remaining in DROP as of March 17, 2000, the percentage of terminal sick leave to be deposited each year will change so that, at the end of his/her DROP participation, a total of 100% of the maximum allowed contribution of terminal sick leave pay will have been made to the 401(a) Plan.

d. DROP participants may access these terminal sick leave funds prior to termination of employment only through loan procedures outlined in the Plan.

K. Employees who, by virtue of enrollment in DROP, have deposited terminal leave payment(s) into the Board-approved 401(a) Qualified Retirement Plan, shall continue to deposit such payments as stipulated in paragraph C.5. of this policy, notwithstanding the limitations of paragraph C. This clarification is intended to facilitate the continuation of terminal leave payments to which the Board had committed prior to the November 19, 2002 approval of amendments to this policy.

L. The Superintendent is authorized to offer an alternate salary schedule when he/she deems it necessary only for the purpose of recruiting for less than full time positions in Speech Pathology, Emotional/Behavior Disorders, Occupational Therapy, or Physical Therapy and only to a teacher whose position will be in such critical shortage area. Such alternate schedule will be 1.15 times the hourly equivalent of the appropriate bachelors salary schedule step plus degree differential, if applicable. Teachers contracted under such schedule shall be exempt from the provisions of Article VII, sections A and B (preparation time) and Article VI, sections A and B1 (duty free lunch).

M. Performance Pay Plan-Instructional Personnel Salary Schedule/Calculations for Performance Pay

Under F.S. 1012.22

1. Performance Pay Schedule includes employees holding Annual Contract status, including those who elected to move from the Grandfathered Schedule to the Performance Schedule, thereby relinquishing their PSC or CC contracts.

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2. Grandfather Schedule (GF) includes those employees who currently hold a Professional Services Contract or Continuing Contract.

3. A process will be developed to allow teachers on GF Salary Schedule the opportunity for a one time schedule change by September 30th of each year to opt into the Performance Pay Schedule pursuant to F.S. 1012.22(1) (c) 4. Grandfathered teachers who opt into the Performance Pay Schedule forfeit their PSC or CC contracts to come into this schedule.

4. The 2017-2018 Salary Adjustments for Performance Pay will be determined by the following formula:

   Per F.S. 1012.22, "The annual salary adjustment under the performance salary schedule for an employee rated as highly effective must be at least 25 percent greater than the highest annual salary adjustment available to an employee of the same classification through any other salary schedule adopted by the district. The annual salary adjustment under the performance salary adjustment for an employee rated as effective must be equal to at least 50 percent and no more than 75 percent of the annual adjustment provided for a highly effective employee of the same classification."

   Once placement is determined, salary adjustments will occur based on performance appraisals. Only teachers receiving a rating of Highly Effective or Effective will be eligible for a salary adjustment.

The total number of teachers with a final evaluation rating of Highly Effective or effective will be multiplied by the appropriate weight for a weighted total of teachers. The weighted total number is divided into the annually negotiated sum of the monies available for performance pay to determine the salary adjustment. The adjustment will be a permanent addition to the employee's base salary.

The amount of salary increases will be based on the negotiated funds available each year.

Formula:

Negotiated dollars = (# of PSC/CC) (1.33X) + (#of PPE) (X) + (# of PPHE) (1.34X)

PPE = Performance Pay Effective

PPHE = Performance Pay Highly Effective

1. Teachers who are on Probationary Contract will receive no base performance salary increase.

2. All teachers are encouraged to review F.S. 1012.22 as it is related to the new performance pay required by the Student Success Act enacted July 1, 2011. If there are any changes to any statutes regarding Performance Pay, the parties shall reconvene immediately to negotiate such changes.

3. Any release-time officer of CCEA shall receive an evaluation score not lower than the highest performing instructional employee.

4. History of negotiated adjustments

   - 2013-2014: $446* (This was the year we converted to a new salary schedule. Teachers were moved over and up a level, resulting in a pay increase prior to the additional $446.)
   - 2014-2015: $0
   - 2015-2016: $500 to all instructional employees
   - 2016-2017: The parties agree to the total amount of the negotiated dollars which includes the employee's contribution of 16.47% for benefits.

     TOTAL: 2,064,575.90 to be applied to the agreed upon formula.

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- 2017-2018: The parties agree to a salary increase of $1,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2018-2019: The parties agree to a salary increase of $1,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2019-2020: The parties agree to a salary increase of $2,000 for PSC/CC teachers in accordance with the established pay for performance formula.
- 2020-2021: The parties agree to a new minimum base salary of $44,867. The Entry Salary Schedule is updated in Appendix IV A. All Instructional Personnel shall receive a minimum $1,200 salary increase.
- 2021-2022: The parties agree to a new minimum base salary of $47,500. The parties also agree to a one-time bonus for all instructional personnel with a 2020-2021 final evaluation and employed at the time of ratification, guaranteeing a total compensation package of $3,000. Those employees who are receiving an increase to their minimum base salary to $47,500 will have the amount of their salary increase deducted from the $3,000 bonus.
- 2022-2023: The parties agree to increase the minimum base salary to $48,250.

  The parties agree to a salary increase of $1,000 for PSC/CC teachers in accordance with the established pay for performance formula.

  The parties agree to create an Instructional Knowledge Mentor Supplement for veteran non-probationary teachers for their expertise, instructional knowledge and mentoring of new and developing teachers.

  - 11 - 12 years of Instructional Knowledge: $100.00
  - 13 - 17 years of Instructional Knowledge: $550.00
  - 18 - 25 years of Instructional Knowledge: $750.00
  - 26 + years of Instructional Knowledge: $900.00
- 2023-2024: The parties agree to Teacher Growth Allocation increases as follows:

Years of Experience	Salary Increase
1-2	$230.00
3-5	$380.00
6-7	$530.00
8-11	$680.00
12-15	$830.00

Years of Experience	Salary Increase
16-17	$980.00
18-19	$1,175.00
20-22	$1,375.00
23-24	$1,600.00
25+	$1,850.00

  - The parties agree to a salary increase of $500.00 for PSC/CC teachers in accordance with the established pay for performance formula. A salary increase of $625.00 for Highly Effective Teachers and $468.75 for Effective Teachers based upon a final 2022-2023 Clay County Evaluation.
  - The parties agree to increase the base salary of School Psychologist by $2,500.00 (196 day contract). Created a new entry salary schedule.
  - The parties agree to additional compensation for critical needed classroom teachers as listed in Appendix IV C.

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- 2024-2025: Statutory Mandated Performance Pay, added to base salary in the amounts as follows:
    - Highly Effective: $625.00
    - Effective: $469.00
    - PSC/CC: $500.00

  Appendix IV A includes additional increase to base pay for all teachers based on years of service:

Years of Experience	Increase added to base pay
Base	$250.00
1-3	$400.00
4-7	$550.00
8-10	$650.00
11-12	$750.00
13-17	$900.00
18-24	$1050.00
25+	$1150.00

  Appendix IV-C(F2):
    - Increase the multiplier for ESE Special Compensation from $38,000 to $40,000.
    - Added additional supplement for ESE School Site Specialist - Level II of 6.5 percent.
    - Increase Speech Language Therapist with state licensure special compensation supplement from 15% to 20%

  Appendix V: Salaries - Academic and Athletic Differentiated Pay Scale
    - Increase multiplier from $35,000 base to $37,000.
    - Increase the ESE Intervention Committee Facilitator percentage from 3.1 to 4.5 percent.

  Add a supplement for Dual Enrollment instructors to receive extra compensation of $500.00 for each unique course taught.

  The Revision of OT/PT placement salary schedule to continue the correction and make work experience more reflective on the placement scale.

  The Board proposed to absorb the entire 6.2% increased cost of the District's Health Insurance premiums for employees.

- 2025-2026:

  Appendix IV A includes additional increase to base pay for teachers based on years of service:

Years of Experience	Salary Increase
10-12	$400
13-15	$500
16-18	$600
19-20	$700
21+	$800

  Added 15% Salary Differential to Mental Health Counselor, Mental Health Clinician, or Clinical Social Worker with State License.

  Added language to compensate teachers who are affected by inclement weather.

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Salary Schedule - Teachers

Appendix IV A: Entry Salary Schedule ~~2024-2025~~

Instructional - Regular Bachelor's Schedule (196 days)		
Entry Experience	**Level**	**Salary Schedule**
0	1	$48,500
1	2	$48,600
2	3	$48,700
3	4	$48,800
4	5	$48,900
5	6	$49,000
6	7	$49,150
7	8	$49,300
8	9	$49,450
9	10	$49,600
10	11	$49,750
11	12	$49,900
12	13	$50,100
13	14	$50,300
14	15	$50,500
15	16	$50,700
16	17	$50,900
17	18	$51,100
18	19	$51,400
19	20	$51,700
20	21	$52,000
21	22	$52,300
22	23	$52,600
23	24	$52,900
24	25	$53,200
25	26	$53,500
26	27	$54,000
27	28	$54,500
28	29	$55,000
29+	30	$55,750

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2024-2025 through 2026-2027 CCEA Master Contract

Instructional Knowledge Mentor (IKM) Supplement

Mentors are critical supporters in guiding new and developing teachers to enhance their planning, instruction, and content knowledge. Mentors help orient new and developing teachers to the school community and serve as collegial and emotional support.

The following IKM Supplement will be provided to veteran non-probationary teachers for expertise, instructional knowledge and mentoring of new and developing teachers.

11 - 12 years of Instructional Knowledge	$100
13 - 17 years of Instructional Knowledge	$550
18 - 25 years of Instructional Knowledge	$750
26 + years of Instructional Knowledge	$900

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Salary Schedule - School Psychologists

ENTRY SALARY SCHEDULE
SCHOOL PSYCHOLOGISTS
~~2024-2025~~ (Bachelor's Level - 196 days)

Bachelor's Level (196 days)		
Entry Experience	**Level**	**Salary Schedule**
0	1	$50,000
1	2	$50,250
2	3	$50,500
3	4	$50,750
4	5	$51,000
5	6	$51,250
6	7	$51,500
7	8	$51,750
8	9	$52,000
9	10	$52,250
10	11	$52,500
11	12	$53,000
12	13	$53,500
13	14	$54,000
14	15	$54,500
15	16	$55,000
16	17	$55,500
17+	18	$56,250

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Salary Schedule - Occupational Therapists/Physical Therapists

ENTRY SALARY SCHEDULE
OCCUPATIONAL AND PHYSICAL THERAPISTS
~~2024-2025~~
(Bachelor's Level - 196 days)

Entry Experience	Level	Salary Schedule
0	1	$55,000
1	2	$57,000
2	3	$60,000
3	4	$64,000
4	5	$68,000
5	6	$70,000
6	7	$72,000
7-8	8	$74,000
9-10	9	$76,000

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Current OT/PTs and new hires will be placed on the "new step"/salary schedule based upon the verified experience. OT/PTs with 10+ years of experience shall enter the salary schedule at level 9.

In addition to experience granted as a full-time occupational or physical therapist, experience may also be granted for full time experience as a certified occupational therapist assistant or a licensed physical therapist assistant. Two years of verified work as an assistant shall be equivalent to one year on the OT/PT salary schedule. Increments of less than one year shall not be applied to the schedule.

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ENTRY SALARY SCHEDULE
ATHLETIC DIRECTORS
~~2024-2025~~

A. 260 day contracts will be issued in accordance with laws governing teacher contracts. The salary shall be as provided below.

B. The athletic director may be paid up to three (3) athletic supplements (at 196 day rate) as provided in Appendix V.

C. Salary Schedule - Bachelor's Degree (Higher Degree Differential - See Appendix IVC)

Entry Experience	Level	Salary Schedule
0	1	$64,398
1	2	$64,519
2	3	$64,639
3	4	$64,759
4	5	$64,880
5	6	$65,000
6	7	$65,120
7	8	$65,241
8	9	$65,361
9	10	$65,481
10	11	$65,602
11	12	$65,843
12	13	$66,083
13	14	$66,324
14	15	$66,565
15	16	$66,806
16	17	$67,407
17	18	$68,009
18	19	$68,611
19	20	$69,213
20	21	$69,815
21	22	$71,019
22	23	$72,222
23	24	$73,426
24	25	$74,630
25+	26	$75,833

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Salaries - Degree Differentials

Appendix IV B: Salaries - Degree Differentials

Degree Differentials shall be as follows:

A. 196 Day Teachers (See Below For School Psychologists)

Master's or higher degrees reflected on official transcripts

Master's Degree	$2,000
Specialist Degree	$2,700
Juris Doctorate	$2,700
Doctorate Degree	$3,300

B. 196 Day School Psychologists

Note: To receive the differential, the official transcript must reflect the field of School Psychology and the appropriate level for the differential.

Master's or higher degrees reflected on official transcripts

Master's Degree	$2,000
Specialist Degree (Must hold Specialist Degree or equivalent Planned Program in the field of Counseling or Psychology)	$2,700
Doctorate Degree (Must hold Doctorate degree)	$3,300

C. Teachers or School Psychologists With Contracts Over 196 Days: Amount Listed Above Will Be Prorated Based On The Actual Number Of Contract Days.

D. It is the responsibility of the individual claiming eligibility for degree differential compensation to supply all information required by the Human Resources Division to establish eligibility.

E. The Master's or higher degree must be granted from a college or university recognized as accredited by the State department of education, at the time the degree was granted.

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Salaries - Pay Differentials

Appendix IV C: Salaries - Pay Differentials

A. Summer School Compensation

Classroom teachers working during the summer break shall be paid at the same rate of pay as during the school year preceding the summer term and will remain in effect until the completion of summer school.

B. Other Compensation

1. In the case of in-service workshops, curriculum development, or other projects approved as part of a grant, entitlement, or intergovernmental agreement, teachers may be paid in accordance with the amount allocated for the project, grant, or agreement.

2. Effective July 1, 2005, the district will pay a one-time lump sum payment of $400.00 (four hundred dollars) to teachers who have completed the required mandatory in-service training for the reading endorsement and this area has been added to the teacher's present certificate. Verification and payment will be based upon receipt from the Human Resources Office.

3. Effective July 1, 2007, the district will pay a one-time lump sum payment of $400 (four hundred dollars) to teachers who have completed ESOL endorsement/certification (equivalent to 300 hours of ESOL Inservice) and this area has been added to the teacher's present certificate. Verification and payment will be based upon receipt from the Human Resources Office.

C. In-service Workshops

1. When approved by the Superintendent or his/her designee, instructional personnel attending workshops after the normal school day will be paid a stipend of $15.00 per hour, except as otherwise provided in this contract.

2. Professional Learning Advisory Council members who are required to meet beyond the normal school day or beyond the scheduled day, shall receive a supplement equal to that paid for in-service workshops

D. New Teachers

All new teachers whose employment begins at the start of the school year, including those who will be enrolled in the new teacher orientation program shall be paid at the rate of $15.00 per hour for their participation in the workshops held prior to the first day for teachers.

E. Other Programs (Other than 310 Agreements)

Teachers employed in other programs beyond the scheduled day or during the summer shall be paid as follows:

1. Regularly contracted teachers in Clay County - hourly rate based on their 196-day contract salary.

2. Teachers not under regular contract in Clay County - hourly rate based on the beginning (0 years) salary on the adopted teacher salary schedule.

3. Regularly contracted teachers in Clay County may be assigned on a volunteer basis the responsibility of utilizing their scheduled unassigned preparation period as defined in Article VII, sections A and B for the purpose of covering classes of teachers who are absent. Such teachers shall be paid an additional salary of $20.00 per hour. All efforts shall be made by the administration to secure regular substitute teachers in such instances. Certified teachers who

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volunteer to utilize their planning periods to cover the classes of early intervention/pre k teachers shall be paid $20.00 per half hour.

4. Regularly contracted elementary teachers may be assigned to instruct additional students if a substitute is not available to cover for the absent teacher, including the Building Substitute. For students impacted by the teacher's absence, every effort will be made to evenly distribute those students to other teachers within the grade level or program. Teachers assigned five (5) or more additional students for at least 3.5 student contact hours will be compensated with an additional salary of $25.00.

5. Regularly contracted secondary teachers in Clay County may volunteer to teach a six (6) period day. Such teachers shall be paid an additional salary equal to their current hourly rate. Current hourly rate is calculated as contract salary (as defined in Appendix IVA) inclusive of degree differentials and special compensation (Appendix IVC and IVD, G.3.) divided by the number of days of the contract and divided by 7.50 work day hours. This sixth (6^{th}) period shall be in lieu of the planning/preparation/conference time referenced in Article VII (C) (1) of this Agreement (which includes the time when there is assignment of professional duties involving the monitoring of students for their safety referenced in Article VIII of this Agreement). The decision of the principal concerning the selection of the teacher to teach a 6-period day shall be final.

F. Special Compensation:

1. Critical Teacher Shortage Areas

   Critical teacher shortage areas shall be identified on or before July 1^{st} of each school year by the district. Teachers assigned to these areas will receive a supplement of $100.00 for the school year in which they are serving in this capacity.

2. Employees who fill the following allocated positions shall receive the percent indicated applied to the base salary of $40,000 rounded to the nearest whole dollar, and prorated to the length of the respective contract length added to the respective normal contracted salary.

Speech Language Therapist	10.00
Speech Language Therapist with State License	20.00
Behavior Analyst with Board Certified Behavior Analyst License	18.00
Mental Health Counselor, Mental Health Clinician, or Clinical Social Worker with State License **Pending Mental Health Funding	15.00**
Visually Impaired (VI), Deaf Hard of Hearing (DHH), Physically Impaired (PI), Specially Designed Adaptive P.E., and Adaptive Art	8.00
Self Contained Intellectually Disabled (IND) *Plus additional 2.00, pending IDEA Grant Funding	8.00 *
Behavior Site Coach, VE Self Contained for Emotional/Behavior Disorders (E/BD), Autistic Spectrum Disorders (ASD), Pre K-ASD and Pre K Behavior Communication, Alternate Interim Methods for Success (AIMS) *Plus additional 4.00, pending IDEA Grant Funding	8.00 *
Exceptional Student Education School Site Specialist - Level II	6.50
Applied Technology for the Handicapped, allocated to work full-time with students classified as E/BD, ASD, IND, VI or PI	8.00
This additional compensation will be paid in 24 equal installments for in-field certified teachers. Upon completion of 6 hours toward certification requirements, an out-of-field teacher will receive the additional compensation, paid as a supplement, in one payment for that year.	

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3. Teachers assigned to Title I schools will receive a supplement of $100.00 for the school year in which they are assigned to the Title I school.

4. Teachers teaching Dual Enrollment courses will be provided a supplement of $500 for each unique course taught. The supplement will be awarded after the course conclusion.

5. Additional hours due to inclement weather: In the event of an unforeseen lockdown or weather-related emergency that requires teachers to remain on campus for student supervision for more than one (1) hour beyond their contracted 7.5 hour workday, those additional hours will be compensated at the teacher's regular hourly rate. If the additional time is less than one (1) hour, teachers will receive equivalent compensatory time, which may be used outside of student contact hours.

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Salaries – ROTC Instructors

Appendix IV D: Salaries - ROTC Instructors

A. Salaries will be based on the greatest amount of 1 or 2 below and will be paid in 24 bi-monthly installments.

   1. The 11-month teachers' salary schedule for, or

   2. 11/12 of the annual salary submitted by the U.S. Navy based on the active duty pay less the retired pay for those ROTC personnel employed.

B. Summer school employment will be contingent on need and pay will be in addition to that agreed upon in Item A above. Summer pay will be based on the established rate at the time of the summer contract in the same manner as figured in Step A above and this additional time will be reported to the Navy as such.

C. All vouchers will be co-signed by the County Office and all checks for reimbursement will be sent directly to the Office of the Superintendent. The Navy shall be notified of this by the officers of the school NJROTC units.

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Salaries - Academic and Athletic Differentiated Pay Scale

Appendix V: Salaries - Academic and Athletic Differentiated Pay Schedule

Note: Supplements will be calculated using a base amount of $37,000.00. Principals will not split supplemental postings. Any splitting of supplements will be initiated by the teachers intending to split the supplement. The following supplements will be allocated to the respective schools as a maximum amount which shall be used to pay one or more individuals sponsoring the indicated activity.

ACADEMIC SUPPLEMENTS:

Unless otherwise indicated, supplemental salary is to be paid in equal installments. Classroom Teacher Department Heads, ESE, Resource Department Heads, and Specialists are Academic Coordinators. All other supplements are Extracurricular Activities. “END” supplements will be paid upon completion of the activity and written recommendation of the principal. Any production must be performed before the public and will consist of a full length play.

Supplement	Method of Payment	Percent
Academic Coach, Local School	End	5.40
~~Academic Coach, District~~	~~Equal~~	~~7.50~~
~~Activities Program Coordinator, JH~~	~~Equal~~	~~13.00~~
Annual Staff, HS	Equal	8.00
Annual Staff, JH	Equal	6.50
Band Director, HS *(Minimum of two major performances; football games; district marching festival; solo and ensemble; concert band and state festivals when applicable.)*	Equal	13.50
Band Director, JH *(Minimum of four performances; solo and ensemble; district concert festival; pep band.)*	Equal	7.50
Band End of Year Supplement *(Two additional major festivals – three community events equals one major event.)*	End	1.50
Bayard Point Sponsor	Equal	4.10
Child Care Center Director	Equal	12.00
Choral Directors HS/JH *(Minimum of four separate performances per year; district solo and ensemble and concert festivals.)*	Equal	7.50
Choral Director End of Year Supplement *(Two additional major festivals – three community events equals one major event.)*	End	1.50
Co-Curricular Club	Equal	4.10
Core Team Leader Elementary	Equal	1.50
Core Team Leader Secondary	Equal	2.75
Dance Team Sponsor HS	Equal	6.00
Dance or Drill Team Sponsor JH	Equal	4.70
Debate Team *(Must include formal competitions outside of the school setting.)*	End	3.10
Demonstration Classroom	End	4.00

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Supplement	Method of Payment	Percent
Department Head (3-5 teachers)	Equal	6.00
Department Head (6-10 teachers)	Equal	6.50
Department Head (11-16 teachers)	Equal	7.00
Department Head (17-20 teachers)	Equal	7.50
Department Head (21 or more teachers)	Equal	8.00
Directing Teacher of School Interns	End	3.00
Director of Junior or Senior Class Play (per major performance)	End	1.30
Discretionary Supplement	End	1.50
District Instructional Coach	Equal	7.50
District Music Festival Coordinator	End	3.60
Drama HS	End	6.00
Drama JH	End	6.00
Drill Team Sponsor HS	Equal	6.00
Elementary Technology Coach	Equal	6.00
Secondary Technology Coach	Equal	8.00
Elementary Performance/Production *(**Music Teachers Will Be Given Priority**: minimum of two separate productions and includes planning, practice, advertising, etc.)* *NOTE: This supplement may be used a maximum of three times per school.*	End	3.00
Elementary Resource Department Head	End	3.00
Elementary Track Meet Coordinator	End	3.60
ESOL Support Facilitator	Equal	6.00
ESE Intervention Committee Facilitator	Equal	4.50
Flag Corps Sponsor	Equal	3.20
Freshman Class Sponsor	Equal	2.60
Future Educators Club	Equal	5.00
Instructional Application Facilitator	End	6.00
Junior Class Sponsor	Equal	4.75
Majorette Sponsor	Equal	3.20
Math Field Day Coordinator, District	End	3.60
Math Team *(Must include formal competitions outside of the school setting.)*	End	3.10
National Beta Club Sponsor	Equal	4.10
National Junior ~~High~~ Honor Society Sponsor	Equal	3.10
National Honor Society Sponsor	Equal	4.10
Newspaper Staff HS	Equal	4.10
Newspaper Staff JH	Equal	2.50
Peer Teacher (with portfolio requirement)	Equal	6.00
Professional Learning Certification Program (PLCP) Mentor	End	4.00
Safety Patrol Elementary	Equal	2.10
Science Fair Coordinator, District	End	6.00

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Supplement	Method of Payment	Percent
Science Fair Coordinator, Local School	End	3.60
Senior Class Sponsor	Equal	4.25
Sophomore Class Sponsor	Equal	2.75
Specialist, 10-Month	Equal	6.00
Specialist, 11-Month	Equal	6.60
Specialist, 12-Month	Equal	7.90
Special Olympics Coordinator	End	6.00
Spelling Bee Coordinator, District	End	3.60
Student Council Elementary	Equal	1.50
Student Council HS	Equal	4.10
Student Council JH	Equal	3.60
Support Peer Teacher (Without portfolio requirements)	Equal	4.00
Title I Lead Teacher/Department Head	Equal	6.00
Very Special Arts Coordinator	Equal	6.00

Athletics Supplements:

1. **Athletic supplements for seasonal sports shall be paid in a lump sum upon completion of the activity. A supplement will be prorated if a coach quits prior to completion of the season. No more than three (3) athletic supplements may be paid to a single individual without approval of the Superintendent and documentation that all resources have been exhausted.

   Exceptions – Football supplements will be paid as follows:

   - 75% at end of playing season
   - 25% at end of spring practice

2. Athletic Coach Certification: All Coaches must possess a valid part-time athletic coaching or full-time professional Educator's certificate from the State of Florida. A copy of the certificate or a copy of a completed application for the certificate, with evidence that all requirements for certification have been met, must be presented prior to student contact. Head coaches, athletic directors, and junior high/middle school activities program coordinators who have the Florida certification endorsement as Athletic Coach in addition to their regular teaching certification will receive 1.0% of the base salary, in addition to their athletic supplement upon presentation of the certification endorsement.

Supplement	Method of Payment	Percent
Athletic Coaching Endorsement *(Head, Athletic Directors, JH, School Programs Coordinators with athletic coaching endorsement)*	End	1.00
Athletic Director-JH	Equal	13.00
Baseball, Head HS	End	12.00
Baseball, Assistant HS	End	7.00
Baseball, JV Head HS	End	8.00
Baseball, Head JH	End	6.00
Baseball, Assistant JH	End	5.00

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Supplement	Method of Payment	Percent
Basketball, Head HS	End	13.60
Basketball, Assistant HS	End	8.00
Basketball, JV Head HS	End	6.85
Basketball, Head JH	End	6.85
Cheerleading, Head Varsity	Equal	12.00
Cheerleading, Head Junior Varsity HS	Equal	9.00
Cheerleading, Head JH	Equal	9.00
Cross Country, Head HS	End	6.00
Cross Country, Head JH	End	6.00
Flag Football, Head HS/JH/M	End	6.00
Football, Head HS	End	18.25
Football, Assistant HS	End	11.55
Football, JV, Head HS	End	12.00
Football, Head JH	End	10.00
Football, Assistant JH	End	9.10
Golf, Head HS	End	6.50
Intramural Program Sponsor JH	End	5.15
Intramural Program Sponsor JH Assistant	End	4.70
Lacrosse, Head HS	End	10.00
Rhythmic Gymnastics, Head HS/JH/M	End	6.00
Soccer, Head HS	End	10.00
Soccer, Assistant HS	End	6.00
Soccer, Head JV HS	End	7.00
Soccer, Head JH	End	6.00
Soccer, Assistant JH	End	5.15
Softball, Head HS (Fast Pitch)	End	12.00
Softball, Assistant HS (Fast Pitch)	End	7.00
Softball, Head JV HS (Fast Pitch)	End	8.00
Softball, Head JH (Fast Pitch)	End	6.00
Softball, Assistant JH (Fast Pitch)	End	5.00
Softball, Head HS (Slow Pitch)	End	7.00
Softball, Assistant HS (Slow Pitch)	End	6.00
Softball, Head JH (Slow Pitch)	End	6.00
Softball, Assistant JH (Slow Pitch)	End	5.00
Swimming, Head HS	End	10.00
Swimming, Head JH	End	5.15
Tennis, Head HS	End	7.00
Track, Head HS	End	10.00

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Supplement	Method of Payment	Percent
Track, Assistant HS	End	7.00
Track, Head JH	End	6.00
Track, Assistant JH	End	5.15
Volleyball, Head HS	End	10.00
Volleyball, Assistant HS	End	7.00
Volleyball, Assistant JH	End	5.15
Volleyball, Head JV	End	6.00
Volleyball, Head JH	End	6.00
Weightlifting, Head HS	End	7.00
Weightlifting, Head JH	End	6.00
Wrestling, Head HS	End	10.00
Wrestling, Assistant HS	End	7.00
Wrestling, Head JH	End	5.15

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Community Education - Fee Based Salaries

~~**2024-2025**~~

Class Offerings	**Effective 7/01/2013:**
Art	$26.00/ hour instruction only
Basic Photography	$26.00/ hour instruction only
Dancing (All)	$26.00/ hour instruction only
Driver's Education	$26.00/ hour instruction only
Culinary Arts (All)	$26.00/ hour instruction only
Video Production Class	$26.00/ hour instruction only
AutoCAD	$26.00/ hour instruction only
Graphics	$26.00/ hour instruction only
Computer Classes (All)	$26.00/ hour instruction only
Crafts (All)	$26.00/ hour instruction only
First Aid/CPR	$26.00/ hour instruction only
Foreign Languages	$26.00/ hour instruction only
Gymnastics	$26.00/ hour instruction only
Music/Choral/Instrumental	$26.00/ hour instruction only
Physical Education (All)	$26.00/ hour instruction only
Parenting	$26.00/ hour instruction only
Sign Language	$26.00/ hour instruction only
Technology Education	$26.00/ hour instruction only
Baton Twirling	$26.00/ hour instruction only
Drama	$26.00/ hour instruction only
Auto Mechanics	$26.00/ hour instruction only
Business Enterprise: Home Based	$26.00/ hour instruction only
ParaPro Assessment Review	$26.00/ hour instruction only
Community Education Assistant	$15.00 per hour
Test Coordinator (Adult Ed.)	$15.00 per hour
Evening Monitor (Adult Ed.)	$15.00 per hour
Volunteer Tutor Coordinator (Adult Ed)	$26.00 per hour (Eff. 01/16/2014)

Summer Recreation

Site Director	*$16.00/hour supervision plus prep time
Art Coordinator	**$15.00/hour instruction plus prep time

*Site Director is entitled to four hours of pre-planning
**Art Coordinator is entitled to four hours of pre-planning

Registration fees are determined by the instructor's salary, retirement, social security, 35% indirect costs and materials if needed.

Revised: 02/01/2024

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Section III: Support

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Article XVIII: Compensation

A. Compensation shall be provided to all employees covered by this Agreement as set forth in the Appendix of this Agreement.

B. For the purpose of providing benefits in this Agreement, full time shall mean a person contracted for a six tenths (.6) or greater allocated position or for (.6) or more of each consecutive normal work day during the contract period unless otherwise indicated.

C. Terminal Sick Leave: At the employee's option and upon written request by the employee at the time of separation, the Board shall provide terminal pay of up to one hundred twenty (120) days to any support employee upon the employee's non-disciplinary separation from school district employment or enrollment in DROP, or to the employee's beneficiary if service is terminated by death.

1. Employees hired after November 19, 2002, shall be eligible for terminal pay as defined under this policy upon completion of three (3) consecutive years of service in Clay County. For employees hired prior to November 19, 2002, Clay County service requirements shown in paragraph C.2 (a) through C.2 (e) need not be consecutive.

2. For the purposes of determining eligibility for terminal pay, a year of service shall be defined as: paid service rendered in a .6 or greater allocation for a minimum of one day more than half the normal working contract in the fiscal year, provided that eligibility during the first three Clay years shall be based on the anniversary of the initial date of hire.

   Terminal pay shall be based on the years of service in Clay County. The employee must have been:

   a. Employed for at least three (3) years in Clay County, in which case the terminal pay shall be at the rate of thirty-five percent (35%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or

   b. Employed for more than three (3) years but not more than six (6) years in Clay County, in which case the terminal pay shall be at the rate of forty percent (40%) times the number of days accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or

   c. Employed for more than six (6) years but not more than nine (9) years in Clay County, in which case the terminal pay shall be at the rate of forty-five percent (45%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days, or

   d. Employed for more than nine (9) years but not more than twelve (12) years in Clay County, in which case the terminal pay shall be at the rate of fifty percent (50%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days;

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e. Employed during and after the thirteenth (13th) year in Clay County in which case the terminal pay shall be at the rate of one hundred percent (100%) times the number of days of accumulated sick leave times the daily rate of pay, not to exceed a total of one hundred twenty (120) days.

3. As used in this section, one day of leave shall mean the equivalent in hours.

4. Effective March 17, 2000, an employee who terminates employment through regular FRS retirement shall deposit one hundred percent (100%) of his/her terminal sick and annual leave payments into the Board-approved Qualified Retirement Plan, up to the limits established by the Internal Revenue Service.

5. All employees participating in the Plan since its implementation in Clay County, who are under fifty-five (55) years of age at the time of termination of employment and choose, at the time of termination, to take a cash distribution in the amount of one hundred percent (100%) of their respective balance from the Board-approved 401(a) Qualified Retirement Plan and are assessed a withdrawal penalty, shall be reimbursed a percentage of the withdrawal by the Board. This reimbursement is an amount equal to the difference between the current withdrawal penalty and the current Social Security and Medicare combined tax contribution rate. If the withdrawal penalty and/or Social Security and Medicare tax rates change, the amount of reimbursement from the Board shall change accordingly.

6. Effective March 17, 2000, an employee who is already enrolled in DROP, or, who elects thereafter to participate in DROP, shall deposit his/her accumulated terminal sick leave pay, for which he/she is eligible, into the Board-approved 401(a) Qualified Retirement Plan, subject to annual contribution limits and according to the following:

Payment	Maximum Percentage of Accumulated Terminal Sick Leave Days
Year 1	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 2	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 3	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 4	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 5	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 6	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 7	20% of 120 days or 20% of the individual's balance of terminal sick leave, whichever is less
Year 8	100% of balance of the individual's terminal sick leave, not to exceed a total of 120 days

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a. The initial payment shall be made on the last payday in April following the employee's DROP effective date, or, the last payday in April, 2000, for those already enrolled in DROP as of March 17, 2000. Subsequent payments shall be made on the last payday in April of each year following the employee's DROP effective date anniversary.

b. The rate of pay used to calculate the amount to be placed in the 401(a) Plan shall be the employee's daily rate of pay on each payment date.

c. If an employee elects to participate in DROP for fewer than the ninety-six month maximum or, has fewer than the ninety-six month maximum remaining in DROP as of March 17, 2000, the percentage of terminal sick leave to be deposited each year will change so that, at the end of his/her DROP participation, a total of one hundred percent (100%) of the maximum allowed contribution of terminal sick leave pay will have been made to the 401(a) Plan.

d. DROP participants may access these terminal sick leave funds prior to termination of employment only through loan procedures outlined in the Plan.

D. Employees who, by virtue of enrollment in DROP, have deposited terminal leave payment(s) into the Board-approved 401(a) Qualified Retirement Plan, shall continue to deposit such payments as stipulated in paragraph C.6. of this policy, notwithstanding the limitations of paragraph C. This clarification is intended to facilitate the continuation of terminal leave payments to which the Board had committed prior to the November 19, 2002 approval of amendments to this policy.

E. Staff Meetings

1. Meetings with staff may be conducted by supervisors on a monthly basis or as determined by the Superintendent. Such meetings will be conducted during the workday, whenever possible.

2. Bus drivers and bus monitors may be required to attend meetings called by the Director of Transportation or as deemed necessary by the Superintendent.

3. Staff meetings conducted outside the regularly scheduled workday or route day shall be reimbursed at the rate of $15.00 per hour (Bus Drivers $15.00 an hour). Inservice conducted outside the regularly scheduled workday or route day shall be reimbursed at the rate of $15.00 per hour (Bus Drivers $15.00 an hour).

F. Overtime payments (time and one-half) for meetings and inservice as outlined in this Article and in the Salary Schedule Table regarding Transportation Bus Drivers and Bus Monitors shall apply only when the work week extends beyond 37.5 hours and applies only to the portion extending beyond 37.5 hours.

G. Inservice:

1. Support personnel will be paid a stipend of $15.00, per hour for completed workshops after the normal work day. Support employees on a 185 or 188 day contract may request compensation from their supervisor for up to two (2) hours at a rate of $15.00 per hour to complete mandatory online training. Compensation is strictly contingent upon the training being completed on campus and outside of the employee's contracted work hours.

2. Every effort will be made to schedule mandatory inservice training during an employee's regular contract hours. Mandatory inservice scheduled outside of the regular contract hours will be paid at the stipend rate referenced above.

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H. Summer School: (Extended School Year)

Nine (9) and ten (10) month employees of the School Board who are employed during the summer shall be paid at either (1) a rate equivalent to their normal rate of pay in effect at the close of the school year, or (2) the normal rate of pay for the position employed in during the summer, or a rate of pay selected from the rates determined for Temporary Adult Labor.

I. Placement of support personnel in summer school positions when allocated shall be made in the best interest of the student in accordance with the IEP, current job title, consideration of the mix of the exceptionalities in the summer school setting, employee's familiarity with the specific group of students, ESE experience and training, and all else being equal, seniority. The primary consideration shall be the goal of providing optimal staffing for students within the summer school center.

J. Contract Day:

The number of contract days in a year shall be listed in Table V and may vary based on the needs of the district.

K. Experience - Clay County School Board and External Experience:

For the purpose of awarding experience on the salary schedule, a year of service shall be paid and contracted actual service of more than one-half of the normal number of contracted days for the .4 or greater allocated position employed in the year service was rendered. Service external to the Clay County School Board must be verified and approved by the Division of Human Resources. Verified experience gained in other U.S. public school systems may be approved on the same basis as experience gained in the Clay County School System. All other experience must be verified by the agency or company on the school board approved form, on letterhead stationery, or other documentation approved by the Division of Human Resources and must be full time paid actual service of more than one-half of the fiscal year indicated by the former employer. In instances where the employer is unable to verify its fiscal year, the school fiscal year shall be used. No experience may be counted more than one time for the purpose of accumulating experience.

L. Experience on the salary schedule shall be permitted in accordance with the Rules For Implementation of Support Personnel Salary Schedule, 1.3.0 and section 2.0.0 for work done in a closely related field.

M. The Superintendent is authorized to offer an alternate salary schedule when he/she deems it necessary. Personnel contracted under such schedule shall be exempted from the provisions of Table I, Rules for Implementation of the Support Personnel Salary Schedule, except those provisions of section 2.3.0. (See Table IID for salary schedule)

N. Compensation for an employee when he/she is required to work on a paid holiday, or on a "NON PAID, NON-WORKING DAY", shall be at one and one-half times the employee's regular hourly rate of pay.

O. All nine-month employees will be paid on the nine-month pay schedule.

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Compensation Proposal History

COMPENSATION PROPOSAL HISTORY

- 2019-2020:
    - The Board proposes a one (1) step salary increase on the approved salary schedule for all CESPA unit members employed by the district at the time of ratification by both parties. Such step increase will be retroactive to the first day of the employee's 2019-2020 contract, with the exception of rates affecting field trips which will go into effect the first day of the pay period after School Board Ratification.
    - The Board proposes a $0.25 increase to each cell of the Support Personnel Pay Structure with the exception of Table II-D, paid retroactively to the first day of the Employee's 2019-2020 Contract.
- 2020-2021:
    - The Board proposes a $1.00 increase to each cell of the Support Personnel Pay Structure, effective January 3, 2021. This increase applies to all Support Personnel who are employed by Clay County District Schools upon the date of contract ratification.
- 2021-2022:
    - The Board proposed a Compensation Package to increase each cell by $0.75 on the Support Salary Schedule. The Board also proposed raising any cells below $12.00 after the $0.75 was applied to $12.00. The Board proposed an additional $1.50 per cell for the LPN / RN Salary Schedule.
    - The District proposed a one time scaled bonus for those employees who are employed at the time of the 2021-2022 contract ratification, by both the School Board and CESPA. The scaled bonus will be based on $1,500.00 for 10-month employees.
        - 9 month contract employee one time proposed bonus: $1,250.00
        - 10 month contract employee one time proposed bonus: $1,500.00
        - 11 month contract employee one time proposed bonus: $1,750.00
        - 12 month contract employee one time proposed bonus: $2,000.00
- 2022-2023:
    - All Articles, Appendices and Tables related to compensation will be effective as of 09/18/2022. The Board proposed changing all job classifications banded and graded at A11 and A12 to A13. The Board also proposed a Compensation Package to increase each cell by $0.50 on the Support Salary Schedule. Additionally, the Board proposed raising any cells below $15.00 after the $0.50 was applied to $15.00. The Board proposed an additional $1.65 per cell for the newly created Table IIE: Special Compensation - Maintenance Trade Skill Workers.
    - The District proposed a one time bonus for those employees who are employed at the time of the 2022-2023 contract ratification, by both the School Board and CESPA.
        - 9 month contract employee one time proposed bonus: $1,000.00
        - 10 month contract employee one time proposed bonus: $1,100.00
        - 11 month contract employee one time proposed bonus: $1,250.00
        - 12 month contract employee one time proposed bonus: $1,500.00

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- 2023-2024:
    - Increase compensation effective as of 07/01/2023, with the exception of supplemental, overtime and field trip increases will be in effect for hours worked after January 01, 2024.
    - Increase each cell by $1.00, does not include those non-instructional employees who are in the compressed area of the salary schedule.
    - Increase the starting pay scale by an additional $1.40 per hour for Technical Specialists.
    - Create a new placement schedule for Bus Drivers, new hires may be awarded up to 10 years verified experience and field trip pay be at the driver's contracted hourly rate.
    - Reclassify Record Secretary and ESE Secretary positions from B21 to B22.
    - Increase the rate of all required staff meetings and inservice held outside of contracted hours to $15.00 per hour.
    - Increase the supplement for Behavioral Health Assistants who hold Safe Crisis Management certification to $0.75 per hour.
- 2024-2025:
    - Increase compensation effective as of 07/01/2024
    - Those who have earned one year of experience will receive a step increase plus an additional $0.75 per hour added to salary schedules, this does not include non-instructional employees who are in a compressed area of their salary schedule, who will receive a step increase and a minimum of $0.20 per hour
    - Size supplement for bookkeepers and elementary principal secretary/bookkeepers
    - Increase shoe allowance
    - Head Custodians move from B22 to B23
    - Heavy Equipment Operators move from M22 to M23
    - PT and OT Assistants can bring in 10 years of experience
    - District will absorb insurance increase
- 2025-2026
    - Support employees on a 185 or 188 day contract may request compensation from their supervisor for up to two (2) hours at a rate of $15.00 per hour to complete mandatory online training. Compensation is strictly contingent upon the training being completed on campus and outside of the employee's contracted work hours.
    - Driver pay for Routers: All routing staff in the transportation department will receive driver pay equivalent to their current step on the driver pay scale while driving Clay County District School bus.
    - All current RN and LPN Clay County District Employees will be provided a $.50 per hour increase. This increase will be effective the date of ratification. The new placement schedule reflects an increase of $.50 cents per hour for new hires.
    - District will absorb insurance increase.

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2025-2026 ~~2024-2025~~ Amendment to 2023-2024 through 2025-2026 Master Contract

Table I: Rules for Implementation

1.0.0 Salary Schedule Structure

1.1.0 The salary schedule will include twenty five (25) steps for each Band/Grade. There shall be a constant percentage between each step within the Band/Grade.

1.1.1 A $500.00 permanent longevity supplement will be given annually to employees who are on step 25.

1.1.2 Employees with 25 years of service who received the Permanent Longevity Supplement in the 2023-2024 school year will be grandfathered in to continue to receive the annual supplement contingent upon continuous employment.

1.2.0 The range spread between step 1 and step 25 shall be greater for the higher Bands/Grades.

1.3.0 Placement on Salary Schedule

1.3.1 After initial implementation of the schedule, new employees shall be placed at the step (1-5) associated with approved years of verified, directly-related experience in their same job category.

1.3.2 Step 1 through Step 5 shall correspond to 0 to 4 years of experience. Step 5 shall be the maximum step for initial placement of new employees.

1.3.3 This limitation shall not apply to support personnel who elect to transfer from their support position to an administrative or Table I managerial position, and then back to a support position. Step placement for such personnel shall be in accordance with section 3.6.0 of this Table.

1.3.4 The Waste/Water Operator, Wastewater Operator and/or Lead Waste/Water Operator will be able to bring all approved years of verified, directly-related experience to the job entry level.

1.3.5 Positions which require subsequent acquisition of State School Bus Mechanic Certification will be able to bring up to ten (10) years of verified, directly related experience to the job entry level.

1.3.6 The positions of Programmer/Analyst, Network Specialist, Instructional Application Specialist, Network Security Specialist, Lead HVAC Technician, HVAC Technician, Lead Electrical Technician, Electrical Technician, Lead Electronics Technician, Electronics Technician, Lead Plumber, Plumber, Boiler Tender, Lead Painter, Painter, Lead Carpenter, Carpenter, Lead Roofer, Roofer, Lead Heavy Equipment Operator, Heavy Equipment Operator, Maintenance Mechanic, District-Wide School Maintenance Mechanic, Lead Pest Control Operator, Pest Control Operator, Locksmith, Building Automation Specialist (BAS) Technician, Building Automation Specialist (BAS) Specialist, Cafeteria Kitchen Equipment Technician, and Lead Cafeteria Kitchen Equipment Technician will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful demonstration of the directly-related experience. Beginning July 1, 2015, RN and LPN positions will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful demonstration of the directly-related experience. Beginning July 1, 2016, RN's and LPN's hired prior to July 1, 2015, will have ninety days following ratification to submit to Human Resources any documented years of outside service beyond the initial years used for placement upon hire. After verification of said documents, said employees will be credited with up to a total of ten (10) years verified, directly related experience and pay will be applied to their pay scale upon ratification.

1.4.0 Former Clay County teachers who take a teacher assistant support position immediately upon leaving their teaching position in Clay County shall be credited with their Clay County teaching experience, up to the maximum experience on the current salary schedule.

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2.0.0 **Advancement on Salary Schedule**

2.1.0 Step increases shall be subject to collective bargaining and there shall be no presumption of advancement beyond the current step after 2003-2004.

2.2.0 A year of experience shall be earned if the employee has earned one day over one-half of the contract year for the allocated position of .4 or greater.

2.3.0 Effective with the 1998-99 school year, any employee who receives an overall rating of Below Standards in the final performance evaluation conference of the school year will receive the same salary in the next school year as he/she received during the Below Standards year of service. Such employee will be ineligible for negotiated advancement on the applicable salary schedule (i.e. receipt of a step), regardless of stipulations in Section 2.2. above. In addition, the employee who receives such a rating will be ineligible for receipt of any negotiated increase in the actual value of a step on the applicable salary schedule. This salary freeze shall not apply to incentive pay added to the normal contracted salary. This salary freeze will apply for, at least, the school year following the employee's receipt of the Below Standards evaluation. If, during the frozen salary year, the employee earns at least an "Achieves Standards" rating on the year's evaluation, he/she will be placed back on the salary schedule for the following year, and, if eligible and bargained, granted a step. If the employee referenced in 1. above receives at least "Achieves Standards" ratings in the final performance evaluation conferences of the two school years following the receipt of a "Below Standards" rating, the employee will be eligible, the third year, for the salary step and/or step amount that would have applied had the employee never earned the "Below Standards" rating.

2.4.0 All experience granted prior to January 1, 1993, under existing rules and regulations shall remain credited to the employee.

3.0.0 **Reclassification Due To Transfer/Surplus/Discipline/Promotions**

3.1.0 Employees transferring to another job classification shall be placed on the schedule for the new band/grade based on placement in accordance with the provisions of this section.

3.2.0 Employees who voluntarily transfer to a job with a higher band/grade will be immediately reclassified and the pay rate adjusted in accordance with the new step placement. Step placement will be based on verified approved experience in the new job, up to step 10, or on the current step placement, whichever is higher. Employees on a special compensation salary schedule, who voluntarily transfer to a job, will be immediately reclassified and the pay rate adjusted in accordance with the new step placement. Step placement will be based on verified, approved experience in the new job, up to step 10, or on the current step placement, whichever is higher.

3.3.0 Employees who voluntarily transfer to a job with a lower or same band/grade will be immediately reclassified and the pay rate adjusted. Step placement will be based on the current step placement, or the step appropriate for experience credited in the new position, up to step five (5).

3.4.0 If an employee is involuntarily transferred to a job with a lower band/grade with an effective start date at the beginning of the next contract year, adjustment of pay to the lower band/grade will start at the beginning of the next contract year.

3.5.0 If an employee is involuntarily transferred to a job with a lower band/grade with an effective start date before the beginning of the next contract year, adjustment of pay to the lower band/grade will start at the beginning of the next contract year.

3.6.0 Employees who are transferred as the result of disciplinary action will be immediately reclassified to the new band/grade at the same step and the pay rate adjusted.

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3.7.0 Support employees who elect to transfer to a managerial or administrative position in Clay County, and who later transfer back to a support position, will be placed on the band/grade applicable for the support position at the step they held prior to leaving the support position.

3.8.0 An employee who is officially assigned, in writing, by the Supervisor, to fulfill the duties of an absent employee who works in a higher band/grade shall, after seven (7) consecutive days, be paid at his own step but at the higher band/grade for all of the time during which he was assigned to the higher band/grade. Such assignment shall be at the sole discretion of the Supervisor.

4.0.0 **Job Descriptions and Initial Classification and Reclassification Procedures**

4.1.0 The Board shall approve and maintain a separate job description for each position listed in Table V.

4.1.1 An initial classification for a new position shall be reviewed for initial classification in accordance with the procedures in this section.

4.1.2 Thirty (30) days prior to a new CESPA bargaining unit position being proposed for Board approval, the new job description shall be submitted to a review committee comprised of the Assistant Superintendent for Human Resources, Director of Support Personnel and a CESPA Representative designated by the CESPA president, (CESPA representative shall not be currently assigned to the department or school which is under review).

4.1.3 This committee will review the documentation and relevant analysis data supporting the new proposed position. The Assistant Superintendent for Human Resources will notify the responsible supervisor and CESPA of his/her decision as to classification. Bargaining implications may apply.

4.1.4 Reclassification or position reevaluation - A responsible immediate supervisor or employee may request a position reevaluation of a CESPA bargaining unit position. When such a reevaluation is requested, relevant documentation shall be provided which supports that there has been a change in responsibilities.

4.1.5 The Assistant Superintendent for Human Resources, Director of Support Personnel and a CESPA
Representative designated by the CESPA president (CESPA representative shall not be currently assigned to the department or school which is under review) will meet within 10 days of receipt of the documentation and request to review the documentation and relevant analysis data supporting the review request. The Assistant Superintendent for Human Resources will notify the responsible supervisor of his/her decision and CESPA of his/her decision. Bargaining implications may apply.

4.1.6 The documentation to be considered in reevaluating a position should include evidence of a major permanent change in a job responsibility, data from a sample of the job class, position description questionnaire and employee/supervisor interviews. If the changed job responsibilities match an existing job description, the employee will be moved to the new classification and his/her salary will be adjusted in accordance with approved procedures. If the job responsibilities do not match an existing job description, the job may be reanalyzed and reclassified or the supervisor may be instructed to reassign the new responsibilities to a more appropriate job classification.

4.1.7 Prior to the implementation of any changes in a job description, the affected employee(s) shall be notified in writing. A review of the changes shall be made with the employee(s). The employee(s) shall receive a copy of the new/updated job description. In the event that the qualifications as set forth change to the extent that an employee is no longer qualified to continue in the position, the employee(s) shall be provided reasonable assistance in receiving additional training and/or be provided priority placement assistance in moving to another position for which they are qualified.

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Table II A: Support Salary Schedule

The School District of Clay County
~~2024 - 2025~~ Support Personnel Pay Structure

B/G	*A13*	*B21*	*B22*	*B23*	*B24*	*B31*	*B32*	*~~C41~~*	*~~C42~~*	*~~C43~~*
STEP 1	$15.10	$15.40	$15.55	$15.70	$17.10	$18.17	$19.95	~~$21.43~~	~~$22.89~~	~~$24.46~~
STEP 2	$15.40	$15.70	$15.95	$16.25	$17.52	$18.64	$20.50	~~$22.07~~	~~$23.56~~	~~$25.21~~
STEP 3	$15.55	$16.00	$16.35	$17.12	$17.94	$19.13	$21.05	~~$22.71~~	~~$24.26~~	~~$25.98~~
STEP 4	$15.75	$16.25	$16.78	$17.53	$18.37	$19.65	$21.63	~~$23.39~~	~~$25.02~~	~~$26.78~~
STEP 5	$15.95	$16.50	$17.16	$17.98	$18.82	$20.16	$22.22	~~$24.10~~	~~$25.77~~	~~$27.60~~
STEP 6	$16.15	$16.79	$17.57	$18.39	$19.29	$20.70	$22.83	~~$24.82~~	~~$26.56~~	~~$28.46~~
STEP 7	$16.35	$17.17	$17.99	$18.83	$19.76	$21.28	$23.47	~~$25.58~~	~~$27.40~~	~~$29.34~~
STEP 8	$16.55	$17.59	$18.42	$19.31	$20.26	$21.85	$24.13	~~$26.37~~	~~$28.25~~	~~$30.29~~
STEP 9	$16.98	$18.01	$18.87	$19.77	$20.74	$22.44	$24.81	~~$27.17~~	~~$29.13~~	~~$31.33~~
STEP 10	$17.35	$18.43	$19.33	$20.27	$21.28	$23.07	$25.52	~~$28.02~~	~~$30.03~~	~~$32.23~~
STEP 11	$17.73	$18.88	$19.82	$20.76	$21.81	$23.75	$26.26	~~$28.89~~	~~$30.99~~	~~$33.26~~
STEP 12	$18.13	$19.34	$20.31	$21.30	$22.37	$24.43	$27.01	~~$29.82~~	~~$31.99~~	~~$34.33~~
STEP 13	$18.55	$19.82	$20.86	$21.83	$22.95	$25.14	$27.81	~~$30.76~~	~~$33.02~~	~~$35.44~~
STEP 14	$18.96	$20.30	$21.38	$22.39	$23.54	$25.88	$28.61	~~$31.73~~	~~$34.08~~	~~$36.57~~
STEP 15	$19.40	$20.81	$21.93	$22.97	$24.15	$26.64	$29.45	~~$32.74~~	~~$35.19~~	~~$37.75~~
STEP 16	$19.85	$21.33	$22.51	$23.57	$24.78	$27.42	$30.32	~~$33.79~~	~~$36.33~~	~~$38.99~~
STEP 17	$20.31	$21.86	$23.11	$24.18	$25.43	$28.24	$31.21	~~$34.87~~	~~$37.52~~	~~$40.26~~
STEP 18	$20.79	$22.42	$23.72	$24.81	$26.11	$29.08	$32.14	~~$36.00~~	~~$38.75~~	~~$41.58~~
STEP 19	$21.26	$22.93	$24.27	$25.40	$26.73	$29.79	$32.93	~~$36.90~~	~~$39.73~~	~~$42.64~~
STEP 20	$21.75	$23.50	$24.90	$26.05	$27.43	$30.66	$33.88	~~$38.07~~	~~$41.00~~	~~$44.01~~
STEP 21	$22.80	$24.68	$26.19	$27.39	$28.86	$32.38	$35.79	~~$40.32~~	~~$43.46~~	~~$46.67~~
STEP 22	$23.36	$25.35	$26.92	$28.16	$29.67	$33.39	$36.91	~~$41.69~~	~~$44.95~~	~~$48.27~~
STEP 23	$24.05	$26.14	$27.77	$29.05	$30.62	$34.55	$38.19	~~$43.22~~	~~$46.63~~	~~$50.07~~
STEP 24	$24.77	$26.97	$28.68	$30.00	$31.62	$35.78	$39.55	~~$44.86~~	~~$48.42~~	~~$52.00~~
STEP 25	$25.56	$27.88	$29.68	$31.03	$32.72	$37.14	$41.05	~~$46.67~~	~~$50.40~~	~~$54.13~~

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Table II B: Special Compensation - OT/PT Assistants

~~**2024 - 2025**~~

Certified or licensed Occupational and Physical Therapist Assistants shall be assigned an hourly rate from the following schedule:

Step	Years Experience	Hourly Rate
A	0	$21.82
B	1 - 2	$24.15
C	3 - 4	$26.46
D	5 - 6	$28.75
E	7 - 8	$31.06
F	9 - 10	$33.37
G	11 -12	$35.66
H	13 -14	$37.97
I	15 -16	$40.28
J	17 - 18	$42.57
K	19 - 20	$45.41

CONTRACTED DAYS = 196

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2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract

Table II C: Special Compensation - LPN/RN

~~**2024-2025**~~

		Hourly Rates			
Step	Experience	LPN		RN	
1	0	$18.23	$18.73	$20.35	$20.85
2	1	$18.61	$19.11	$20.79	$21.29
3	2	$18.98	$19.48	$21.24	$21.74
4	3	$19.38	$19.88	$21.70	$22.20
5	4	$19.81	$20.31	$22.19	$22.69
6	5	$20.24	$20.74	$22.70	$23.20
7	6	$20.68	$21.18	$23.23	$23.73
8	7	$21.15	$21.65	$23.77	$24.27
9	8	$21.62	$22.12	$24.33	$24.83
10	9	$22.11	$22.61	$24.90	$25.40
11	10	$22.64	$23.14	$25.51	$26.01
12	11	$23.17	$23.67	$26.14	$26.64
13	12	$23.73	$24.23	$26.79	$27.29
14	13	$24.30	$24.80	$27.56	$28.06
15	14	$24.90	$25.40	$28.25	$28.75
16	15	$25.52	$26.02	$28.99	$29.49
17	16	$26.12	$26.62	$29.76	$30.26
18	17	$26.72	$27.22	$30.56	$31.06
19	18	$27.32	$27.82	$31.26	$31.76
20	19	$27.97	$28.47	$32.07	$32.57
21	20	$29.32	$29.82	$33.72	$34.22
22	21	$30.12	$30.62	$34.69	$35.19
23	22	$31.02	$31.52	$35.79	$36.29
24	23	$31.98	$32.48	$36.97	$37.47
25	24	$33.03	$33.53	$38.26	$38.76

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RN and LPN positions will be able to bring up to ten (10) years of verified, directly-related experience to the job entry level upon successful documentation of the directly-related experience.

Table II D: Special Compensation - Transportation Bus Drivers

~~2024-2025~~

Step	Years Experience	Hourly Rate
1	0	$17.20
2	1	$18.17
3	2	$18.57
4	3	$18.87
5	4	$19.27
6	5	$19.67
7	6	$20.07
8	7	$20.47
9	8	$20.87
10	9	$21.27
11	10	$21.67
12	11	$22.07
13	12	$22.47
14	13	$22.87
15	14	$23.27
16	15	$23.67
17	16	$24.07
18	17	$24.47
19	18	$24.87
20	19	$25.27
21	20	$25.67
22	21	$26.25
23	22	$27.25
24	23	$27.75
25	24	$28.90

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2024-2025 Amendment to 2023-2024 through 2025-2026 Master Contract

Table II E: Special Compensation - Maintenance Trade Skill Workers

~~**2024-2025**~~

The Maintenance Trade Skill Workers listed below will be paid according to this Salary Schedule:

M13	General Maintenance Worker Warehouser
M21	Warehouser, Senior
M22	Building Automation Systems (BAS) Technical Assistant Carpenter Assistant Electrical Technician Assistant Mechanic Assistant Painter Small Engine Mechanic
M23	Cafeteria Kitchen Equipment Technician Carpenter District Wide School Maintenance Mechanic Electrical Technician Electronics Technician Heavy Equipment Operator HVAC Technician Irrigation Mechanic/Plumber Locksmith Mechanic Plumber Roofer
M31	Head Custodian I
M32	Lead Access Controls/Locksmith Lead Cafeteria Kitchen Equipment Technician Lead Carpenter Lead Electrical Technician Lead Electronics Technician Lead Heavy Equipment Operator Lead HVAC Technician Lead Painter Lead Plumber Lead Roofer Warehouse Manager

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Table II E: Special Compensation - Maintenance Trade Skill Workers
~~2024 - 2025~~

B/G	*M13*	*M21*	*M22*	*M23*	*M31*	*M32*
STEP 1	$16.75	$17.00	$17.05	$17.80	$19.82	$21.60
STEP 2	$17.05	$17.25	$17.45	$18.20	$20.29	$22.15
STEP 3	$17.20	$17.50	$17.85	$18.77	$20.78	$22.70
STEP 4	$17.40	$17.80	$18.28	$19.18	$21.30	$23.28
STEP 5	$17.60	$18.15	$18.81	$19.63	$21.81	$23.87
STEP 6	$17.80	$18.44	$19.22	$20.04	$22.35	$24.48
STEP 7	$18.00	$18.82	$19.64	$20.48	$22.93	$25.12
STEP 8	$18.20	$19.24	$20.07	$20.96	$23.50	$25.78
STEP 9	$18.63	$19.66	$20.52	$21.42	$24.09	$26.46
STEP10	$19.00	$20.08	$20.98	$21.92	$24.72	$27.17
STEP 11	$19.38	$20.53	$21.47	$22.41	$25.40	$27.91
STEP 12	$19.78	$20.99	$21.96	$22.95	$26.08	$28.66
STEP 13	$20.20	$21.47	$22.51	$23.48	$26.79	$29.46
STEP 14	$20.61	$21.95	$23.03	$24.04	$27.53	$30.26
STEP 15	$21.05	$22.46	$23.58	$24.62	$28.29	$31.10
STEP 16	$21.50	$22.98	$24.16	$25.22	$29.07	$31.97
STEP 17	$21.96	$23.51	$24.76	$25.83	$29.89	$32.86
STEP 18	$22.44	$24.07	$25.37	$26.46	$30.73	$33.79
STEP 19	$22.91	$24.58	$25.92	$27.05	$31.44	$34.58
STEP 20	$23.40	$25.15	$26.55	$27.70	$32.31	$35.53
STEP 21	$24.45	$26.33	$27.84	$29.04	$34.03	$37.44
STEP 22	$25.01	$27.00	$28.57	$29.81	$35.04	$38.56
STEP 23	$25.70	$27.79	$29.42	$30.70	$36.20	$39.84
STEP 24	$26.42	$28.62	$30.33	$31.65	$37.43	$41.20
STEP 25	$27.21	$29.53	$31.33	$32.68	$38.79	$42.70

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Table II F: Special Compensation - Technological Specialists

The Technological Specialists listed below will be paid according to this Salary Schedule:

T32	Technical Specialist
T42	Database Specialist
T43	Instructional Application Specialist Network Specialist Programmer/Analyst

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~~The School District of Clay County~~
~~2024 - 2025 Support Personnel Pay Structure~~

B/G	*T32*	*T42*	*T43*
STEP 1	$21.35	$24.29	$25.86
STEP 2	$21.90	$24.96	$26.61
STEP 3	$22.45	$25.66	$27.38
STEP 4	$23.03	$26.42	$28.18
STEP 5	$23.62	$27.17	$29.00
STEP 6	$24.23	$27.96	$29.86
STEP 7	$24.87	$28.80	$30.74
STEP 8	$25.53	$29.65	$31.69
STEP 9	$26.21	$30.53	$32.73
STEP 10	$26.92	$31.43	$33.63
STEP 11	$27.66	$32.39	$34.66
STEP 12	$28.41	$33.39	$35.73
STEP 13	$29.21	$34.42	$36.84

B/G	*T32*	*T42*	*T43*
STEP 14	$30.01	$35.48	$37.97
STEP 15	$30.85	$36.59	$39.15
STEP 16	$31.72	$37.73	$40.39
STEP 17	$32.61	$38.92	$41.66
STEP 18	$33.54	$40.15	$42.98
STEP 19	$34.33	$41.13	$44.04
STEP 20	$35.28	$42.40	$45.41
STEP 21	$37.19	$44.86	$48.07
STEP 22	$38.31	$46.35	$49.67
STEP 23	$39.59	$48.03	$51.47
STEP 24	$40.95	$49.82	$53.40
STEP 25	$42.45	$51.80	$55.53

Table II G: Guardian / Lead Guardian Placement Schedule

~~2025 - 2026~~ Guardian

Step	Years Experience	Hourly Rate
1	0	$19.95
2	1	$20.35
3	2	$20.75
4	3	$21.15
5	4	$21.55
6	5	$21.95
7	6	$22.35
8	7	$22.75
9	8	$23.15
10	9	$23.55
11	10	$23.95

~~2025 - 2026~~ Lead Guardian

Step	Years Experience	Hourly Rate
1	0	$21.43
2	1	$21.83
3	2	$22.23
4	3	$22.63
5	4	$23.03
6	5	$23.43
7	6	$23.83
8	7	$24.23
9	8	$24.63
10	9	$25.03
11	10	$25.43

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Note: ***Non-Bargaining Unit***. Guardians and Lead Guardians may bring up to seven (7) years verified experience. Experience must be verified law enforcement, military police, or armed security guard with a Class G security license. Contracted Days: Guardians - 188, Lead Guardians - 260

Table III: Transportation

1. Contract drivers shall be compensated for a minimum of six (6) hours of work per day during the regular school year and for a minimum of five (5) hours of work while working under a summer work contract. The Director of Transportation will consider attendance, experience, and seniority when staffing summer school based on student needs. The assigned hours shall include thirty (30) minutes of non-driving time which shall be used for the purpose of minor maintenance, safety checks and paperwork. Drivers will be compensated for other non-driving work after a time review by the Department of Transportation in accordance with applicable rules of the Fair Labor Standards Act.

2. Bus drivers assigned routes affecting schools in other counties having school calendars which differ from the Clay County calendar shall be eligible for the same contract and benefits and for the same length of work year and work day as bus drivers assigned routes affecting only schools operating under the traditional calendar in Clay County. When such drivers must drive routes during the intersession periods in such other counties, pay will be determined in accordance with current practice for summer school pay.

3. Contract bus monitors (ESE Aides assigned to buses) shall be compensated for a minimum of six (6) hours of work per day during the regular school year, and for a minimum of five (5) hours of work while working under a summer work contract. The assigned hours shall include twenty (20) minutes of non-driving time which shall be used for the purpose of minor maintenance, safety checks and paperwork.

4. Experience credit shall not be earned by part-time bus drivers who are employed only for morning, afternoon or extra trip routes employment.

5. Shuttles and Field Trips: Compensation and assignment to contract drivers and Monitors shall be under the following conditions:

    a. A “shuttle” is defined as an assigned instructional activity run or route not included in the “normal day” even though they may occur daily. Shuttles are not part of a rotation list, but are instead assigned by the Director of Transportation ~~on the basis of availability, attendance and seniority~~ in the following order of priority: (1) availability, (2) attendance, and (3) seniority within the geographic area of need and may add to the “normal day” on a day to day basis. Once assigned, the driver shall drive the full multi-week schedule of the shuttle. Shuttles are paid at the regular rate of pay and are not part of the “bidding” process. Employees with a scheduled shuttle assignment are ineligible to be assigned any separate midday or between-shift field trips, with exceptions for trips that require both specialized equipment and an ESE driver and monitor. Employees who were not awarded the shuttle may request a written explanation justifying the decision.

    b. A “field trip” is defined as any additional driving assignment that is not part of the driver’s regular morning (pick up) and afternoon (drop off) routes, which are considered part of the driver’s “normal day.” This includes, but is not limited to, sporting events and extracurricular activities. Field Trips are paid at the regular rate of pay and are not part of the bidding process.

    c. At the beginning of each school year, or upon employment as a bus driver, all bus drivers will be provided the opportunity to be placed on the master field trip list, which is organized by availability, hours (sum of worked and turned down), and then ~~in~~ alphabetical order by last name, as well as the alphabetical emergency field trip list**.** This list will consist of day field trips and overnight field trips. Bus drivers on the master field trip list and emergency field trip list will be notified of a field trip position via the ~~T~~transportation ~~F~~field ~~T~~trip software on a rotational basis. The bus driver must accept or decline the notified position within one work day of notification. ~~Bus drivers may be removed from the master field trip list after declining three (3)~~

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~~field trip notifications, excluding overnight trips.~~ A medical note is required for no call/no shows or cancellations made within 24 hours of an assigned field trip. Without documentation, the first offense is a warning, the second is a five-day suspension from the master field trip list, the third is a ten-day suspension from the master field trip list, and the fourth is a removal from the master field trip list for the remainder of the school year. After the master field trip list has been exhausted, the Director of Transportation may assign a field trip to a contract driver on a mandatory basis.

d. Overnight trips shall be defined as any trip requiring field trip sponsor to secure a hotel room for the bus driver.

e. Overnight trips shall be compensated at regular rate of pay with no compensation for 8 hours of "sleeping" time in accordance with DOT regulations. Per diem shall be paid as applicable.

f. If field trips are canceled after the driver arrives at school, the driver shall be compensated as stated above for three (3) hours at the regular rate of pay.

g. A field trip committee shall meet with the Director of Transportation, upon request, to make recommendations on additional procedures that relate to field trip assignments. The committee may meet more than once if needed. The field trip committee has no authority to bargain with the Director of Transportation any changes which may conflict with the contract.

6. Overtime payments at time and one-half for meetings and inservice as outlined in the Compensation Article and for extra (field) trips as outlined herein shall apply only when the work week extends beyond 37.5 hours and only to the portion extending beyond 37.5 hours.

7. Placement of drivers and monitors in summer school positions when allocated shall be based on the following criteria: work attendance/absenteeism nine days or less during the regular school year, ESE experience and training, seniority, compatibility to the needs of the ESE students on the route, conduct and performance during the school year as measured by the approved district evaluation system and procedures, and all else being equal, seniority. Applicants must be able to work the entire summer contract period. Drivers employed for summer routes shall be given special consideration for attendance purposes when participating in association business.

8. Bidding Process:

a. Every school year, the Director of Transportation shall review by the last Monday of April vacated or new bus routes/positions for the upcoming school year. During bid times, routes will not be assigned by the Director of Transportation until the bidding assignment day. On May 1st, the Director of Transportation shall post vacated or new bus routes/positions. Interested drivers and monitors will have until on or before May 15th (close of business day) to submit a written request of intent on posted routes or to bid off their current route. (Date determined due to each school year calendar.) The new assignments will be announced by the Director of Transportation before the end of the school year. The newly assigned routes/positions will begin at the start of the new school year.

b. Every school year, the Director of Transportation shall review on the Monday following Thanksgiving break vacated or new bus routes/positions for the remainder of the school year. During bid times, routes will not be assigned by the Director of Transportation until the bidding assignment day. On the following Monday, the Director of Transportation shall post vacated or new bus routes/positions for one week. During this week the drivers and monitors will have the opportunity to submit a written request of intent to bid on posted routes or to bid off their current route. The new assignments will be announced by the Director of Transportation before Christmas break. The newly assigned routes/positions will start after Christmas break.

c. Posted routes/positions shall be awarded by attendance and seniority. While seniority is the first criteria of consideration for the bidding process, all employees wishing to bid, who are within three (3) years of the most senior employee(s), shall be granted priority over those senior employees with questionable attendance. Absences being considered in this staging of the

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bidding process shall follow the acceptable use of sick leave as listed in Article IX. B. Employees who were not awarded the route may request a written explanation justifying the decision.

d. During the bidding process for posted routes/positions involving exceptional students, the Director of Transportation shall also give special consideration to training, attendance, prior experience, and compatibility with the exceptional students to be transported. Employees who were not awarded the route may request a written explanation justifying the decision.

9. The Director of Transportation will provide notification, via email, to all drivers and monitors of an unexpected vacated route. Interested drivers and monitors will have three (3) business days to notify the Director of Transportation of their interest in the vacated route. The Director will follow the same criteria used in the bidding process to assign the route. Any resulting new vacancy may be assigned to a sub, a newly contracted driver/monitor, or a regular contracted driver/monitor in between bid sessions.

10. Driver Pay for Routers: All routing staff in the Transportation Department will receive diver pay equivalent to their current step on the Driver Pay Scale while driving Clay County District School bus.

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Table IV: Miscellaneous Salaries

Salary Schedule

Incentive/Differential Pay

When more than one incentive/differential has been earned in the appropriate area, the higher incentive/differential shall be awarded.

1. Associate Degree or higher for Support employees when the degree held is higher than the minimum degree required by the Board-approved job description, and when the degree is from a college, university or other institution accredited by an accrediting agency as defined below:

    a. For Nurses (LPN/RN) a degree from a college or university accredited by an accrediting agency or a degree accepted by the Florida Board of Nursing for certification as a Nurse in the State of Florida.

    b. For all other employees, a degree from a college or university accredited by an accrediting agency. [Note: Employees are responsible for presenting official transcripts substantiating earned degrees from the college, university or institution granting the degree.]

    Add $1.05/hour for an Associate Degree or add $1.30 for a Bachelor Degree.

2. Child Development Associate credential for teacher assistants:

    Add $.75/hour

3. A.S.E., Bus Driver/Driver Trainer and MACS 609 Certifications in the appropriate area for bus mechanics, shop managers, parts managers and assistant managers payable beginning with the first month of certification and continuing during the period of such certification:

    Add $0.40/hour for each test, only during the validity period for such test.

4. Professional Driver pay to drivers with more than three (3) years' experience and who qualify under the rules of the Transportation Department for such pay:

    Add $.15/hour during specified period.

5. Master Custodian certification:

    Add $.20/hour

6. Pest Control Certification:

    Add $1.00/hour

7. Current, valid Clay County-issued Journeyman's certification in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)

    Add $.55/hour

8. Current, valid Clay County-issued Master's certification in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)

    Add $1.05/hour

9. Current, valid Florida Contractor's license in the areas of Electrical, Plumbing or HVAC. (See Table IVA for jobs eligible to receive this incentive)

    Add $1.05/hour

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10. An employee who is officially assigned, in writing, by the Supervisor, to fulfill the duties of an absent employee who works in a higher band/grade shall, after seven (7) consecutive days, be paid at his own step but at the higher band/grade for all of the time during which he was assigned to the higher band/grade. Such assignment shall be at the sole discretion of the Supervisor.

11. Participation as a member of the response team selected to be "on call" for the provision of unforeseen overtime in the Maintenance Department when required and authorized will be paid until the employee's name is removed from the team list:

    Additional $ .50/hour during period of appointment to team

12. Employees holding 9, 10, and 11-month contracts for the contract year shall be eligible to receive a share of $36,000 for perfect attendance. Perfect attendance shall be defined as: no absences and no incidents of tardiness during the specified period of the employee contract. Allowable exceptions will be limited to absences of not more than nine days duration related to approved Worker's Compensation and/or In-Line-Of-Duty (ILOD) claims, and incidents of court or military leave not in excess of nine days, approved Association Leave and incidents of TDE when an employee participates in Inservice training that is relevant to the individual's working assignment. An employee's use of flexible scheduling, initiated by the employee as permitted in Article VIII, paragraph C.6. (Working Conditions), shall disqualify the employee from receipt of this perfect attendance incentive bonus. In order to be eligible for payment of the perfect attendance incentive bonus as defined in a. and/or b. below, the employee must be employed for the specified period.

    Payment of the total of $36,000 in bonus money shall be as follows:

    a. An equal share of $18,000 shall be payable to employees whose attendance is perfect through the end of the first semester, subject to a $500 maximum bonus per employee;

    b. The balance of the $36,000 sum shall be payable to employees whose attendance is perfect from the beginning of the second semester through the balance of the employee's contract year, subject to a $500 maximum bonus per employee, made payable at the conclusion of the District's fiscal year.

13. National Institute for Certification in Engineering Technologies (NICET) Certification in fire systems in the Electronics Department. Payable per hour the beginning of the first month of each certification:

    Add $.25 per hour.

14. Behavioral Health Assistants who are Safe Crisis Management certified shall receive a supplement of $0.75/hour.

15. Bookkeepers and Elementary Principal Secretary/Bookkeeper shall receive a size supplement. The base multiplier will be $38,000.

High Schools:	Elementary and Junior High Schools:
Population up to 1800 is 2.75%	Population less than 750 is 1.4%
Population 1800 and higher is 3.25%	Population 750 and higher is 1.8%

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Table IV A: Incentive Pay Stipulations (Maintenance Position)

Salary Schedule
Incentive Pay Stipulations for the areas of Electrical, Plumbing & HVAC

Incentive Pay stipulated in Table IV (Miscellaneous Salaries) for Journeyman, Master's and Florida Contractor's licenses shall apply only to employees who are appointed to the following positions:

Journeyman, Master's or Contractor's License in	Clay Job Eligible for Incentive Pay for License
Electrical	• General Maintenance Worker assigned to Electrical • General Maintenance Worker assigned to Electronics • Electronics Technician Assistant • Electronics Technician • Lead Electronics Technician • Electrical Technician Assistant • Electrical Technician • Lead Electrical Technician
Plumbing	• General Maintenance Worker assigned to Plumbing • Plumber Assistant • Plumber • Lead Plumber • Boiler Tender
HVAC	• General Maintenance Worker assigned to HVAC • HVAC Technician Assistant • HVAC Technician • Lead HVAC Technician

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Table IV B: Rules for Maintenance Department On-Call List

Salary Schedule (For implementing #11, Table IV)

1. The Director of Maintenance will determine which sections (trades) of the Maintenance Department need to be represented on the on-call list.
2. Employees who volunteer for the on-call list will be chosen based on seniority in the trade.
3. Employees will be assigned on a rotating basis to the on-call list for one month at a time.
4. Employees on the on-call list must answer all calls directed to them during the time their names are on the list.
5. If an employee cannot be on-call for any period during his/her month on the list, he/she must make arrangements with one of the other employees on the on-call list in the same trade to fill in. The employee must inform either the Director of Maintenance or one of the departmental Coordinators that he/she will not be available and who will be available in his/her place.
6. If an employee on the on-call list fails to answer a call for any reason, he/she may be dropped from the list and not be allowed back on the list.
7. The employee may elect to be removed from the list by making a written request to the Director of Maintenance or one of the departmental Coordinators with at least seven (7) days notice.
8. The employee will receive a $.50 hourly supplement while his/her name is on the on-call list.
9. If, after analyzing a job, the on-call employee determines that assistance is required, he/she will call other on-call employees in the same trade for assistance, or, if appropriate, an employee on the on-call list from another trade.

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Table V: Classification/Band/Grade/Contracted Days

Classification	Band/Grade	Contracted Days
Clerical/Aides/Teacher Assistants		
ACE Testing and Program Specialist	B24	260
Accounting Support Assistant	B23	260
Accounting Assistant	B24	260
Accounts Payable Assistant	B23	260
Administrative Secretary, Sr.	B24	260
Administrative Secretary	B23	260
Administrative Support Assistant	B22	196, 216, 260
Behavior Support Technician	B32	188
Bookkeeper	B23	196, 260
Buyer	B32	260
Capital Program Accountant	B32	260
Career Specialist	B32	196
Child Care Assistant	A13	188, 196
Classroom Assistant	A13	188
Classroom Assistant (PreK)	A13	188, 196
Computer Lab Assistant	A13	188
Data Management Specialist	B32	260
Data Services Assistant	B32	260
Dropout Prevention Assistant	A13	188
ESOL Administrative Support Assistant	B22	260
ESOL Classroom Assistant	A13	188
ESE Allocation & Position Assistant	B31	260
ESE Secretary	B22	196
ESE Program Accountant	B31	260
ESE Interpreter IV	B32	188
ESE Interpreter II	B22	188
ESE Interpreter III	B31	188
ESE Interpreter I	B21	188
ESE Assistant	A13	188
Health Assistant	B21	188, 196
Inclusion Prekindergarten Assistant	A13	188
Instructional Assistant	B23	188
ISS Assistant	A13	183, 188
Media Technical Assistant	B21	196
Medicaid Data Assistant	B32	260
Occupational Therapy Assistant	See Table IIB	196
Paraprofessional/ESE Reading	B32	188, 196
Paraprofessional / Speech and Language	B32	188, 196
Payroll Support Assistant	B22	260
Physical Therapy Assistant	See Table IIB	196
Position Control/Allocations Specialist	B31	260
Principal Secretary	B23	260
Professional Learning Assistant	B32	260
Professional Learning (ESE)	B32	260
Purchasing Support Assistant	B23	260
Risk Support Assistant	B23	260
School Secretary	B21	188, 196, 216, 260
SEDNET Case Manager	B32	216
Service Desk Operator	B24	260
Student Records Secretary	B22	188, 196, 216, 260
Testing & Administrative Support Assistant	B23	196, 260
Title I Assistant	A13	188
Transportation Payroll Assistant	B23	260

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Classification	Band/Grade	Contracted Days
VPK High School Child Care Lead Assistant	B22	188
Custodial		
Custodian	A13	260
Head Custodian	B23	260
Head Custodian II	B22	260
Lead Custodian	B21	260
Transportation		
Assistant Parts Manager	B23	260
Bus Driver	See Table IID	186
Bus Driver Trainer	See Table IID	260
ESE Assistant/Bus Monitor	A13	186
Fuel Attendant	B21	186, 196, 216, 260
Parts Manager	B31	260
Routing Dispatcher	B21	260
Routing Specialist	B23	260
~~Shop Manager~~	~~C41~~	~~260~~
Transportation Technology Specialist	B32	260
Maintenance Trade Skill Workers		
Building Automation Systems (BAS) Tech. Asst.	See Table IIE	260
Cafeteria Kitchen Equipment Technician	See Table IIE	260
Carpenter	See Table IIE	260
Carpenter Assistant	See Table IIE	260
District Wide School Maintenance Mechanic	See Table IIE	260
Electrical Technician	See Table IIE	260
Electrical Technician Assistant	See Table IIE	260
Electronics Technician	See Table IIE	260
General Maintenance Worker	See Table IIE	260
Head Custodian I	See Table IIE	260
Heavy Equipment Operator	See Table IIE	260
HVAC Technician	See Table IIE	260
Irrigation Mechanic/Plumber	See Table IIE	260
Lead Access Controls/Locksmith	See Table IIE	260
Lead Cafeteria Kitchen Equipment Technician	See Table IIE	260
Lead Carpenter	See Table IIE	260
Lead Electrical Technician	See Table IIE	260
Lead Electronics Technician	See Table IIE	260
Lead Heavy Equipment Operator	See Table IIE	260
Lead HVAC Technician	See Table IIE	260
Lead Painter	See Table IIE	260
Lead Plumber	See Table IIE	260
Lead Roofer	See Table IIE	260
Locksmith	See Table IIE	260
Mechanic	See Table IIE	260
Mechanic Assistant	See Table IIE	260
Painter	See Table IIE	260
Plumber	See Table IIE	260
Roofer	See Table IIE	260
Small Engine Mechanic	See Table IIE	260
Warehouse Manager	See Table IIE	260
Warehouser	See Table IIE	260
Warehouser, Sr.	See Table IIE	260

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Classification	Band/Grade	Contracted Days
Miscellaneous		
Access Control Technician	B32	260
District Office Maintenance Mechanic	B21	260
Licensed Practical Nurse	See Table IIC	188,196
Press Operator	B22	260
Registered Nurse	See Table IIC	188, 196, 260
Cafeteria Assistant	A13	185
Cafeteria Van Driver	A13	185
FNS Equipment and Warehouse Manager	B32	260
School Food Services Support Assistant	B22	260
Technological Specialists		
Database Specialist	See Table II F	260
Instructional Application Specialist	See Table II F	260
Network Specialist	See Table II F	260
Programmer/Analyst	See Table II F	260
Technical Specialist	See Table II F	260

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Section IV: Miscellaneous Salaries

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Substitutes

~~2024-2025~~
Miscellaneous Salaries - Substitutes

I. Substitute Teachers

Compensation for substitute teachers shall be as follows:

AA/60+credits	$ 108.75 for 7.5 hour day or $14.50 per hour
Bachelor's Degree	$112.50 for 7.5 hour day or $15.00 per hour
Master's Degree or higher	$125.62 for 7.5 hour day or $16.75 per hour
ESE Trained Teacher Assistant	$14.00 per hour

II. Long Term Substitutes shall be paid $157.50 for a 7.5 hour day. Long Term Substitutes must hold a minimum of a Bachelor's degree or Clay County School District Vocational Certification. Long Term Substitute teachers are defined as teachers who are employed in a long term assignment of eleven (11) to sixty (60) days for the same teacher.

III. Adult and Community Education Substitutes who are also regularly contracted teachers in Clay County will be paid in accordance with Appendix IV-C, Section E of the contract between the CCEA and School Board.

IV. Teachers employed in other programs beyond the scheduled day or during the summer in non-summer school positions shall be authorized for such work at the discretion of the Superintendent and his/her designee and in compliance with the CCEA Master Contract.

Revised: 12/12/2024

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Substitutes (Non-Bargaining Unit Positions)

~~2024-2025~~
Support Salary Schedule

1. **Substitutes**:

Category:

Substitute Bus Drivers for Field Trips/Extra Trips	Current Minimum Wage
Bus Driver Interns for Field Trips/Extra Trips	Current Minimum Wage
Bus Driver Intern	$0.25 per hour less than Step 1 hourly rate for regular bus drivers.
Substitute Bus Drivers / Trainee	$0.50 per hour less than Step 1 hourly rate for regular bus drivers.
Substitute Licensed Practical Nurse	$0.50 per hour less than Step 1 hourly rate for regular Licensed Practical Nurse.
Substitute ESE Interpreter	Current Minimum Wage
Substitute Bus Monitor	Current Minimum Wage
Substitute Clinic Assistant	Current Minimum Wage

A. Minimum Guaranteed Work Hours

1. Bus Driver Interns shall be guaranteed a minimum of 5.5 hours per day, for each day of reporting, during the 180 student days in the regular school calendar.
2. Bus Driver substitutes shall be guaranteed a minimum of 4.5 hours per day, for each day of reporting, during the 180 student days in the regular school calendar.

B. Benefits

Effective 9/20/02, Bus Driver Interns and Bus Driver substitutes are eligible to enroll in the District's comprehensive hospital-surgical-major medical and group life insurance policy at group rates equivalent to those of regular employees.

2. **Other**:

Temporary Adult Labor (when authorized by Superintendent)	Current Minimum Wage

3. **Special Grant Personnel**:

Part-time labor employed by the Superintendent under special grant or through intergovernmental agreements will be paid an amount to be determined by the School Board.

4. **Student Labor (High School)**:

When used as part-time help, and authorized by the Superintendent, students shall be paid at the following rate: Current Minimum Wage

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5. **Other Programs (Other than 310 Agreements)**

   Individuals employed as supervisors of student workers or to complete special temporary assignments, shall be paid as follows at the discretion of the Superintendent or his/her designee:

   1. An hourly rate of pay equivalent to their normal rate of pay in effect, or
   2. The rate of pay for the position employed in, based on Grade and Step of the Support Salary Schedule (not to exceed step 5), as determined by the Superintendent or his/her designee, or
   3. A rate of pay selected from the rate determined for Temporary Adult Labor.

6. **Training Bonus - Bus Drivers**

   Upon successful completion of 90 day probationary period , school bus driver shall be paid a one-time bonus of $500.00

   In order to enroll in the training program, applicants must complete the following:

   1. Fingerprinting
   2. Background check
   3. Drug Screening
   4. DMV license check which meet requirements for hire
   5. Physical Exam

~~7. **School Safety Officers (Non-Bargaining Unit Position)**~~

   ~~1. School Safety Officers shall be paid an hourly rate of $19.95.~~

   ~~2. Lead School Safety Officers shall be paid at an hourly rate of $21.43.~~

Revised: ~~12/12/2024~~ 03/05/2026

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Staff Development

I.	Consultant Daily Rate	(full day) up to $3,000.00 (4-6 hours)

No payment will be given to consultants for preparation time per the amended Teacher Education Center Guidelines approved 10/22/1992.

II.	Special Professional Agreements	Board Action

Professional Agreements may be executed to provide higher or lower rates of pay when approved by the School Board.

III.	Travel	Board Rate

Travel and per diem for consultants may be paid when approved in advance.

IV.	Substitute Teacher Participants - with prior authorization for inservice participation.	$15.00/hr
V.	Non-Instructional Substitute Teacher Participants - with prior authorization for inservice participation.	$15.00/hr

Revised: 02/01/2024

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Insurance

The Board contribution toward the premium for single coverage for the comprehensive hospital-surgical-major medical and group life insurance policy for each full-time employee shall be:

1. as established in the teacher union contract for full-time teachers;
2. as established in the support union contract for full-time support (non-instructional) employees;
3. For all other employees, the Board agrees to contribute that portion of the premiums, for single coverage comprehensive hospital-surgical-major medical insurance set forth in the same approved schedule as for teacher and support employees depending on whether they are an administrator or confidential employee.
4. Full-time employees, for the purposes of this section, shall be those contracted in at least a six-tenths (.6) allocated position or for (.6) or more of each consecutive normal day.

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Advanced Placement, Advanced International Certificate of Education, and International Baccalaureate Teacher Bonuses

1. A bonus of $50 for each student taught by an Advanced Placement teacher in each Advanced Placement course who receives a score of 3 or higher on the College Board Advanced Placement Examination, shall be paid to the Advanced Placement teacher.

2. A bonus of $50 for each student taught by the International Baccalaureate teacher in each International Baccalaureate course who received a score of 4 or higher on the International Baccalaureate examination shall be paid to the International Baccalaureate teacher.

3. A bonus of $50 for each student taught by the Advanced International Certificate of Education teacher in each full-credit AICE course who receives a score of 2 or higher on the AICE examination shall be paid to the AICE teacher. A bonus in the amount of $25 for each student taught by the AICE teacher in each half-credit AICE course who receives a score of 1 or higher on the AICE examination shall be paid to the AICE teacher.

4. This bonus is in addition to the applicable tax and social security withholdings and will not result in distributions to the Florida Retirement System.

5. Only teachers still employed by or retired from the Clay County School Board at the time the yearly bonuses are awarded shall be eligible for possible receipt of the bonus.

6. The principal of each school in which the yearly administration of the AP and/or IB and/or AICE Examination took place shall be responsible for certifying the number of students who meet the examination criteria noted above and the applicable AP, IB, or AICE teacher(s) of these students during the year.

School Board Approved: 11/07/2019

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Reimbursement for Internet Connection for Board Members

School Board Members shall be reimbursed at a rate of $45.00 or actual cost, whichever is less, per month for the high speed internet connection required for E-Agenda. Payment will be made following receipt of invoice.

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Section V: Travel

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Travel Allowance In County

Travel allowance in county will be paid at the current Federal IRS reimbursement rate not to exceed the amount for the positions listed below. The maximum annual travel allowance received by a person shall be paid in accordance with the maximum stated and the number of months on the contract. During any month when the monthly allowance has been exceeded, the Superintendent may approve mileage carried over to a succeeding month during which the limit has not been exceeded.

NOT TO EXCEED $720 PER MONTH

Homebound Teachers/Specialists; ESE Assistants; Job Placement Transition Specialist; Adaptive PE Teacher

NOT TO EXCEED $605 PER MONTH

SEDNET Specialists; Staffing Specialists; Teacher of the Visually Impaired; Hearing Impaired Teachers

NOT TO EXCEED $505 PER MONTH

Attendance Assistants; Social Workers; School Psychologists; Resident Clinical Faculty

NOT TO EXCEED $400 PER MONTH

County-Wide Gifted Teacher; Speech/Language Diagnostician; School Food Service Manager Intern; Physical Therapist; Occupational Therapist.

NOT TO EXCEED $330 PER MONTH

Superintendent of Schools; Director of Information Services; Director of Exceptional Student Education; Supervisor of Career and Technical Education; Assistant Superintendent for Operations; Director of K-12 Academic Services; Chief Academic Officer; Supervisor of Adult/Community Education; Director of School Improvement/Professional Development & Assessment; School Board Attorney; Chief of Staff; Chief of Elementary Schools; Supervisor of Reading and Early Literacy.

NOT TO EXCEED $300 PER MONTH

Psychologist (Serving Orange Park Area); Assistant Superintendent for Human Resources; Director of Climate and Culture; Director of Support Personnel Services; Supervisor of Purchasing and Material Management; Director of Food and Nutrition Services; Food Service Specialist; Assistant Superintendent for Business Affairs; Work Experience Teachers; ESE Applied Technology Teachers; Health Service Aide Program - Vocational; Homebound Teachers/Specialists in Keystone Area; Agriculture Teachers; Speech Clinicians; Director of Instructional Personnel Services; Coordinator of Health Benefits; Title I Specialist; Pre-Kindergarten Specialist; ESE Alternative Teacher; Teacher; Director of Finance; Supervisor of ESE; Director of Facility Planning and Construction; Supervisor of Technology Services; Supervisor of Instructional Personnel; Curriculum Specialists - ALL; District Distance Learning Specialist; Instructional Personnel Specialist; Media Specialists - ALL; Career and Technical Education Specialist; Coordinator of Internal Accounts, Coordinator of District Athletics and Development; ESE Specialists - ALL, Coordinator of Routing, Coordinator of Workforce Development, Building Automation System (BAS) Coordinator, Coordinator of Wellness, Coordinator of Multi-Tiered Systems of Support (MTSS), Coordinator of Teacher Support, Lead Building Automation Systems (BAS) Coordinator, Supervisor of Operations, School Safety and Security, Supervisor of Mental Health and Wellness Services

NOT TO EXCEED $276 PER MONTH

Principals and Assistant/Vice Principals at Keystone Heights Elementary/High, McRae Elementary and Clay Hill Elementary; Coordinator of Accounting; Coordinator of Procurement; Coordinator of Property Control; Executive Secretary to the Superintendent; Administrative Secretary, Sr., Data Scientist for School Improvement

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NOT TO EXCEED $224 PER MONTH

All Principals and Assistant/Vice Principals except those noted above; Bookkeeper; Guidance Counselors; Instructional Specialist; ESOL Test Administrator; School Board Members; Testing & Administrative Support Assistant.; Instructional Support Assistant; Technology Services Coordinator.

NOT TO EXCEED $200 PER MONTH

Coordinator of Payroll Activities; Director of Maintenance; Director of Transportation; Technology Services Manager; Risk Manager; Accounting Assistant; Administrative Support Assistant; Information Services Assistant; Information Services Support Assistant; Coordinator of Health Benefits; Coordinator of Communications and Media Partnerships; Coordinator of Strategic Planning and Community Partnerships, Supervisor of Payroll Activities.

NOT TO EXCEED $ 175 PER MONTH

NJROTC Instructors; Community Education Secretaries (on-site registration activities with prior authorization); Community Education Teachers (assigned out of geographic areas with prior authorization); Project Manager; Coordinator of Planning & Intergovernmental Relations; Supervisor of Transportation Services; Transportation Specialist; Area Manager; Professional Development Assistant; Academy Coach.

NOT TO EXCEED $160 PER MONTH

All Cafeteria Managers; School Food and Nutrition Services Manager Intern; Personnel Assistant; Data Entry/Records Technician; Network Specialist; Instructional Application Specialist; School Secretaries; Administrative Secretary; Head Custodian; Nurse; Marketing and Farm to School Coordinator and all other Job Titles Not Specifically Listed Above.

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Miscellaneous

County-Wide Maintenance employees permitted mileage at the maximum current Federal IRS reimbursement rate for in county travel for use of their personal automobiles in lieu of county-wide maintenance truck. (Practice will be kept at an absolute minimum).

Assistant Negotiator permitted mileage at the maximum current Federal IRS reimbursement rate for travel in connection with negotiations.

School Board Members shall be reimbursed travel in accordance with current rules and regulations for official business. Per Diem, mileage and meal allowances allowed for out of county travel shall be reimbursed at the maximum allowed by the State.

In the event that travel by other persons (such as school department heads, guidance personnel, etc.) is accumulated, well documented evidence is to be kept and turned in to the County Office on a semester basis for special consideration by the Superintendent and School Board. Per Diem, mileage and meal allowances allowed for out of county travel shall be reimbursed at the maximum allowed by the State.

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Inservice Workshops

Travel at the rate set by the State for in-county inservice workshops for those teachers who travel from one geographical community in the county to another, not to include travel between nearby schools, shall be paid if approved in advance by the Superintendent.

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March 5, 2026 - Regular School Board Meeting

Title

C6 - 25-26 Public Consulting Group, Inc. (PCG) Contract for Medicaid Reimbursement Services.

Description

Medicaid is one of many federally funded programs that assist children/families to receive health services. In 1988, Congress passed legislation that provided medically necessary services for children that have an Individual Education Plan (IEP) in conjunction with the Individuals with Disabilities Education Act (IDEA). In 1995 school districts became eligible to receive reimbursement for school-based services. Clay County was an early participant in this reimbursement process. The purpose of this program is to provide reimbursement for medically necessary services provided by the school district for Medicaid-eligible students. PCG has demonstrated expertise in assisting districts in billing Medicaid for covered services to eligible students.

Gap Analysis

The district has utilized a contract-based fee-for-service Medicaid reimbursement system since 2015.

Previous Outcomes

The district has utilized a technology-based reimbursement system since 2015. The PCG system includes electronic tracking of services and the ability to log progress toward IEP goals. The system has some customizable features that will decrease the time therapists spend entering documentation.

Expected Outcomes

The combination of web-based documentation, comprehensive electronic health data management, IEP goal logging, and scheduling services will provide a comprehensive solution for documentation and reimbursement

Strategic Plan Goal

N/A

Recommendation

Approve contract for Public Consulting Group, Inc. (PCG) Contract for Medicaid Reimbursement Services

Contact

Melanie Sanders

Director of Exceptional Student Education

melanie.sanders@myoneclay.net

904-336-6866

Financial Impact

The projected cost of implementing this contractual agreement is $126,773.00.

Review Comments

Attachments

260003 Public Consulting Group, Inc PCG.pdf

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FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 260003
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: 7/8/25

Name of Contract Initiator: Melanie Sanders Telephone #: 904-336-6866

School/Dept Submitting Contract: CO/ESE Cost Center # 9005

Vendor Name: Public Consulting Group, LLC

Contract Title: Independent Contractor Services Agreement (Medicaid Health Service Provider & EDPlan License)

Contract Type: New X Renewal ☐ Amendment ☐ Extension ☐ Previous Year Contract # 200119, 240037 & 230017 EdPlan

Contract Term: 7/1/25 - 6/30/26 Renewal Option(s): Auto Renew until terminated in writing.

Contract Cost: $126,773.00 Varies based on number of students) Subject to any cost adjustments in Exhibit B.

■ **BUDGETED FUNDS – SEND CONTRACT PACKAGE DIRECTLY TO PURCHASING DEPT**

Funding Source: Budget Line # 100.5200310.9005.0000.0000.000.0

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)

****AREA BELOW FOR DISTRICT PERSONNEL ONLY ****

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department Review Date	FLDOE 6A-1.012 (11)(a) Name should be: The School Board of Clay County, Florida ("School System") . See comments on Page 10-11. They need to add section 16.13: School System Addendum A (SBCC Addendum A attached)
School Board Attorney Review Date	JP - Please review Final Contract. 1/23/26 Legally sufficient. JPS
Other Dept. as Necessary Review Date	Do we share any data with them? If so they would need to sign the attached Data Share Agreement 11/13/25 Data Share attached .
PENDING STATUS: ☐YES ☐NO	**IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR**
FINAL STATUS	DATE: _____

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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



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

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PUBLIC CONSULTING GROUP LLC
EDPLAN™ LICENSE AND RELATED SERVICES AGREEMENT

This LICENSE AND RELATED SERVICES AGREEMENT, including all exhibits hereto (collectively the "Agreement"), is entered into as of July 1, 2025 (the "Effective Date"), by and between Public Consulting Group LLC, a Delaware limited liability company headquartered in Boston, Massachusetts ("PCG"), and The School Board of Clay County, Florida, with their administrative offices located at 900 Walnut Street, Green Cove Springs, FL 32043 ("School System").

WHEREAS, PCG desires to license to School System PCG's proprietary Internet-based education case management, document creation, and supporting analytics software (EDPlan™) to assist administrators and teachers with the planning, communication, and monitoring certain education requirements and to license PCG's related proprietary systems and documentation; and

WHEREAS, the Agency for Health Care Administration (AHCA) authorizes Florida school districts to enroll as a Medicaid health service provider; and

WHEREAS, under the AHCA school-based Medicaid program, school districts can be reimbursed for certain school-based health services for students who are enrolled in Medicaid; and

WHEREAS, SCHOOL SYSTEM employs or contracts with health care providers to provide school-based health-related services to students; and

WHEREAS, some school-based health services are Medicaid reimbursable; and

WHEREAS, SCHOOL SYSTEM requires assistance in billing Medicaid for any and all covered school-based health services under the AHCA school-based Medicaid program that are provided to Medicaid-eligible students, and in collecting amounts billed; and

WHEREAS, SCHOOL SYSTEM wishes to receive Medicaid billing services from PCG; and

WHEREAS, PCG has demonstrated its ability and expertise in these areas; and is able and willing to perform such services; and

WHEREAS, School System may wish to engage PCG to provide other related goods and services to support the continued improvement in special education policy, operations, services, and instructional delivery;

NOW, THEREFORE, for and in consideration of the mutual covenants set forth in this Agreement and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. **DEFINITIONS.** In addition to the terms defined elsewhere in this Agreement, terms appearing in initial capital letters shall have the following meanings:

1.1. **"Application Management"** means work related to how the EDPlan Service is modified, and includes resolving defects, updating the EDPlan Service for PCG system-wide national releases to the base product rolled out on a predefined schedule, processing change requests to modify/change the EDPlan Service, release schedules/processes, testing processes, and acceptance processes.

1.2. "Confidential Information" means information designated or treated as confidential by either party, or which under the circumstances surrounding disclosure should in good faith be treated as

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confidential, including but not limited to: (a) computer programs, electronic codes, algorithms, know-how, formulas, processes, ideas, data, inventions (whether or not subject to patent or copyright), schematics, teaching and development techniques, trade secrets, improvements, research projects, and code; (b) information about costs, profits, markets, sales, customers, or clients; (c) technical, business, and financial plans; (d) employee personnel files and compensation information; (e) discoveries, developments, designs, improvements, regardless of the form of communication in each case, including extracts or summaries; and (f) any record (whether in print, electronic, or any other medium) maintained by School System, a School System employee or agent, or a party acting on School System's behalf, which is directly related to an identified student. "Confidential Information" also specifically includes the EDPlan Service, any third-party information disclosed to either party under obligations of confidentiality, and the identity of or any medical, financial, or personal information pertaining to anyone within PCG or School System provided that PCG shall be permitted to disclose education records to any subcontractor, temporary staffer, or vendor which is bound by confidentiality and data security requirements for the exclusive purpose of supporting the provision of services under this Agreement. Notwithstanding the foregoing, however, "Confidential Information" does not include information that: (i) was rightfully in possession of or known to the receiving party without any obligation of confidentiality prior to receiving it from the disclosing party; (ii) is, or subsequently becomes, legally and publicly available without breach of this Agreement; (iii) is rightfully obtained by the receiving party from a source other than the disclosing party without any obligation of confidentiality; or (iv) is disclosed by the receiving party under a valid order of a court or government agency, provided that the receiving party provides prior written notice to the disclosing party of such obligation and the opportunity to oppose such disclosure.

1.3. **"Documentation"** means all technical information, training materials, instructions, manuals, and diagrams (in printed, electronic, or other media) pertaining to the EDPlan Service.

1.4. **"EDPlan Service"** means: (i) the implementation of the Internet-based functionality of EDPlan modules identified in this Agreement; (ii) licenses for the EDPlan modules specifically identified in this Agreement; (iii) all products and work related to such services within this Agreement, including but not limited to Playbook; (iv) Production Support for the implemented EDPlan modules; and (v) the Documentation developed by PCG for distribution and use in combination with the foregoing.

1.5. **"Intellectual Property Rights"** means patent rights, copyrights, trade secret rights, trademark rights, and any other intellectual property rights recognized by the law of each applicable jurisdiction in which PCG may market or license the EDPlan Service.

1.6. **"New Releases"** means any new revision of EDPlan Service that includes significant enhancements which add new features to the EDPlan Service and which generally will be designated by a new version number either to the left of the decimal point(-",&, from v2.03 to v3.00) or one decimal place to the right of the decimal point(-"'&, from v2.03 to v2.10).

1.7. **"Production Support"** means ongoing operations and services to maintain user support of the EDPlan Service following activation of the EDPlan Service in the production environment, including work related to resolving unplanned system outages, work related to keeping the EDPlan Service in tune and running properly, i.e., hosting, operating system updates, up time, maintenance schedules (system unavailability), and Application Management.

1.8. **"School System User"** means any employee, contractor, and other authorized user of "School System" who will be granted access to the EDPlan Service, provided that such contractors or other non-School System employees are subject to terms and conditions concerning confidentiality and licensing that are materially similar to those set forth herein.

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1.9. **"Term"** means collectively and individually the Initial Term and Renewal Terms as defined by Section 2.

1.10. **"Trademarks"** means all trademarks, trade names, service marks, and logos now owned or hereinafter acquired by either party, and all other trademarks, trade names, service marks, and logos identifying or used in connection with their product or service offerings, whether or not registered under the laws of a particular jurisdiction or territory.

2. **TERM.** The initial term of this Agreement (the "Initial Term") shall commence on the Effective Date and shall end on June 30, 2026. Following the Initial Term, this Agreement shall automatically renew for successive one-year terms (each a "Renewal Term"), unless either party notifies the other in writing, at least sixty (60) days prior to the end of the Initial Term or then-current Renewal Term, as the case may be, of the notifying party's election not to renew this Agreement, whereupon this Agreement shall terminate on the last day of the Initial Term or the then-current Renewal Term, as the case may be.

3. **EDPLAN™ SERVICE**. Subject to the terms and conditions of this Agreement, including School System's performance of its obligations hereunder, PCG shall provide access to the EDPlan Service to School System, as more fully described below and in **Exhibit A**.

3.1. Grant of License for EDPlan Service. PCG grants to School System, and School System accepts, a non-exclusive, non-transferable, non-sublicensable, and revocable right and license, during the Term only, to access via the Internet and use the EDPlan Service to the extent reasonably necessary to support internal education-related purposes.

3.2. Grant of License for Documentation. PCG grants to School System, and School System accepts, a non-exclusive, non-transferable, non-sublicensable, and revocable royalty-free license under PCG's copyrights in PCG's Documentation, during the Term only to (i) incorporate PCG's Documentation, in whole or in part, into other written materials prepared by or for School System with respect to the EDPlan Service; and (ii) reproduce and distribute modified and original versions of PCG's Documentation, in hard copy or in an online format, as part of School System's Documentation for the EDPlan Service, and, if such School System's Documentation is in an online format, allow School System Users to make print copies of the same.

3.3. Restrictions on License Grant. Unless expressly authorized by this Agreement or in writing by PCG:

3.3.1. School System shall not use or grant to any person or entity other than authorized School System Users the right to access the EDPlan Service, which users shall be subject to the terms set forth herein. School System shall not distribute, market, or sublicense the EDPlan Service, and shall not permit any School System User or third party to do so.

3.3.2. School System shall ensure that appropriate proprietary notices indicating PCG's Intellectual Property Rights in the EDPlan Service and related Documentation are placed on all copies of written materials distributed by School System relating thereto. Examples of such documentation include training materials and manuals. School System shall not remove, modify, or suppress any confidentiality legends or proprietary notices placed on or contained within the EDPlan Service, and shall not permit any School System User or third party to do so.

3.3.3. School System shall not distribute any PCG documentation or intellectual property made available through this Agreement to any individual or organization that is not part of

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School System or an authorized School System User, and shall not permit any School System User or third party to do so.

3.3.4. School System shall not transfer, rent, or permit access to the EDPlan Service to any third party, and shall not permit any School System User or third party to do so.

3.3.5. School System shall not modify, decompile, disassemble, or otherwise attempt to reverse engineer the EDPlan Service or any portion thereof, and shall not permit any School System User or third party to do so.

3.3.6. School System shall not circumvent any security protection within the EDPlan Service, and shall not permit any School System User or third party (e.g. other vendors or consultants) to do so.

3.4. Reservation of Rights. Subject to the license rights granted to School System by this Section, all right, title, and interest in and to the EDPlan Service, including the Intellectual Property Rights and technology inherent in EDPlan Service, are and at all times will remain the sole and exclusive property of PCG. No right to use, print, copy, distribute, integrate, or display the EDPlan Service, in whole or in part, is granted in this Agreement, except as is explicitly provided in this Agreement. Nothing contained in this Agreement will directly or indirectly be construed to assign or grant to School System any right, title, or interest in or to PCG's Intellectual Property Rights or other rights in and to the EDPlan Service or PCG's Documentation or Trademarks. Except as expressly authorized by this Agreement, School System shall not use, display, copy, distribute, modify, or sublicense the EDPlan Service. PCG reserves all rights not expressly granted to School System by this Agreement.

4. **ACCESS TO EDPLAN**. PCG will provide access to the EDPlan web-based application to School System. PCG does not provide Internet connectivity to School System, and obtaining and maintaining such connectivity will be the sole responsibility of School System.

5. **SUPPORT.** PCG will make available qualified personnel to School System during the Term to provide technical support, and does not include the provision of guidance or recommendations related to district policy, operations, instruction, or data analysis. Such personnel will be skilled in the functioning and application of the EDPlan Service to answer questions and provide support. PCG agrees to provide consulting services support to School System for unique projects on an as-available basis, upon School System's request, and subject to agreed-upon additional compensation, which will be memorialized in writing and incorporated into and subject to the terms and conditions of this Agreement.

6. **TRAINING**. Training of School System staff as requested by an authorized representative of School System may be contracted at a cost described in Exhibit B of this Agreement.

7. **COMPENSATION.** In consideration of the licenses and services granted by PCG to School System under this Agreement, School System shall pay PCG fees as described in Exhibit B, which shall be due and payable to PCG within 30 days of receiving an invoice from PCG or otherwise according to the schedule set forth in Exhibit B. In the event that this Agreement is terminated for any reason prior to the expiration of the then-current Term, any prepaid fees shall be non-refundable. In the event that an EDPlan Service module or feature that School System has requested is not activated or made available for use by School System, exclusively due to the acts or omissions by School System, PCG shall invoice and School System shall pay PCG for all costs and expenses (including internal development staff resources) incurred in preparing, developing, customizing, or otherwise implementing such EDPlan Service module or feature, provided that such amount will not exceed the Annual Fee as set forth in Exhibit B for such module or feature. School System shall pay PCG interest at the annual rate of 10% on all fee amounts that are not

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paid within ninety (90) days of the due date, calculated from the due date to the date that payment is received, unless applicable law prohibits the payment of interest or requires a lower percentage amount, in which case such lower percentage amount shall apply. In the event School System does not fully and timely pay all compensation due to PCG, PCG reserves the right to suspend access to the EDPlan Service, with no less than ten (10) days' notice, until payment of any fees that are due and payable are remitted.

8. WARRANTIES

8.1. Limited Warranty. PCG represents and warrants that it has the right to license the EDPlan Service as specified by this Agreement and that the use of the EDPlan Service contemplated in this Agreement does not infringe upon, violate, or constitute a misappropriation of any copyright, trademark, trade secret, or any other proprietary right of any third party. Under no circumstances will PCG be responsible for School System's hardware, software, browsers, or Internet connections that provide access to the EDPlan Service. PCG shall use reasonable efforts to maintain the EDPlan Service and to correct any problems that may arise with the use of the EDPlan Service. PCG's scheduled or emergency maintenance of the EDPlan Service, the scheduled maintenance of PCG's Internet provider, or any force majeure event, shall not be deemed a failure to provide the EDPlan Service.

8.2. No Warranty as to Accuracy of Translations. The EDPlan Service may utilize translation software powered by Google Translate to improve accessibility. These translations are provided "as is." PCG and Google disclaim all warranties related to the translations, expressed or implied, including any warranties of accuracy, completeness, reliability, and any implied warranties of merchantability, fitness for a particular purpose, and noninfringement. For any issues with Google Translate, School System is advised to visit http://translate.google.com/support/.

8.3. DISCLAIMER. PCG specifically disclaims any other warranties, whether written or oral, expressed or implied, with respect to the EDPlan products or related services provided by PCG under this Agreement, including any implied warranties or merchantability or fitness for a particular purpose.

9. PROPRIETARY RIGHTS; PROTECTION OF CONFIDENTIAL INFORMATION

9.1. Ownership. School System acknowledges that PCG owns the EDPlan Service, that the EDPlan Service is not generally published, and that the EDPlan Service embodies the Confidential Information of PCG. All right, title, and interest in and to the EDPlan Service, including, without limitation, all copyrights, trade secret rights, and other Intellectual Property Rights pertaining in and to the EDPlan Service shall remain vested in PCG and its third-party licensors. PCG acknowledges that School System owns all of the data inputted by each School System User for purposes of creating an Individualized Education Plan and any and all reports produced as a result of using the EDPlan Service during the Term. School System acknowledges that for PCG's own purposes PCG shall have the right to aggregate any data input by School System Users, but PCG shall not use or disclose personal or individual identifying information where the use or disclosure would constitute a violation of applicable law.

9.2. Confidentiality Obligations. Subject to any applicable public records law, each party agrees that: (i) neither party will disclose to any third party any of the other party's Confidential Information except to the receiving party's employees, subcontractors, and contractors with a need to know and who have agreed in writing to confidentiality and data security obligations substantially the same as those set forth herein; (ii) each party will use the same degree of care it uses to maintain the confidentiality of its own information of similar importance in its possession or control, but in no event less than a reasonable degree of care; and (iii) neither party will use or authorize the use of Confidential Information for any purpose other than to fulfill such party's obligations hereunder. Each party agrees that neither party will disclose to any third party any of the terms of this Agreement, which will be treated as Confidential

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Information, except to the receiving party's employees, contractors, and advisors with a need to know and who have agreed in writing to confidentiality obligations substantially the same as those set forth herein, and neither party will use the terms of this Agreement for any purpose other than to fulfill such party's obligations under this Agreement, except as either party is otherwise required by law.

9.3. Injunctive Relief. Each party acknowledges that the other party's Confidential Information contains trade secrets of such other party, the disclosure of which would cause substantial harm to such other party that could not be remedied by the payment of damages alone. Accordingly, such other party will be entitled to seek preliminary and permanent injunctive relief and other equitable relief for any breach of this Section.

9.4. School System Duties. School System will take reasonable steps to protect the EDPlan Service from unauthorized access, copying, dissemination, and disclosure, and from other unauthorized use, and will report promptly to PCG any such use of which School System becomes aware. School System shall be responsible for the quality, integrity, and accuracy of all data entered and used in connection with the EDPlan Service, including all deletions of such data by School System Users. School System is responsible for establishing and enforcing any School System policies related to data security, information management, account management of School System Users, and the proper handling of data extracted, reported, or otherwise removed by the system by School System personnel.

9.5. PCG Duties. PCG will take reasonable steps to protect the data that School System enters as part of its use of the EDPlan Service. PCG will use technical, administrative, and physical safeguards to protect against unintentional loss and against unauthorized access, destruction, misuse, modification, and disclosure, although both parties acknowledge that no computer system or information can ever be fully protected against every possible hazard. PCG recognizes that School System data is the property of School System. Upon termination or expiration of this Agreement and for a limited period of no more than thirty (30) days, or at School System's request during the Term, PCG will provide access to all data to School System. A fee equal to PCG's standard hourly rates will apply if School System requests PCG to download and transmit the data to School System. Notwithstanding anything to the contrary in this Agreement, PCG may keep a backup copy of the data unless otherwise agreed by the parties, subject to applicable law. Otherwise, PCG has no obligation to retain any data input by School System into the EDPlan Service, unless otherwise required by law or as agreed upon by the parties, after the 30-day period set forth herein expires; accordingly, at such time, PCG shall have full discretion to destroy such data.

9.6. Third Party Infringement. PCG reserves the sole and exclusive right at its discretion to assert claims against third parties for infringement or misappropriation of its Intellectual Property Rights in the EDPlan Service.

9.7. Legal Obligation. Nothing in this Agreement prohibits a party from disclosing Confidential Information pursuant to a lawful order of a court or government agency, but only to the extent of such order, and subject to such party giving prompt notice of such order to the other party so that it may seek a protective order or take other action to protect the information that was ordered to be disclosed.

9.8. Termination Conditions. Upon termination or expiration of this Agreement, each party shall cease use of Confidential Information received from the other party. In addition, to the conditions set forth in Section 9.5 concerning School System data input into the EDPlan Service, at the request of the disclosing party, the receiving party shall promptly destroy all physical copies of additional Confidential Information (i.e. non-School System data) in its possession, custody, or control and shall furnish a written certification of such destruction within thirty (30) days of such request. If destruction is not practicable because Confidential Information (including School System data) lies on disaster recovery systems or backup tapes, the receiving party shall notify the disclosing party and shall keep such information secure

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and confidential in perpetuity or until such time as destruction is practicable. The termination or expiration of this Agreement for any reason shall not discharge the obligations of the parties with respect to the protection of Confidential Information set forth in this Section.

10. **PRODUCT MARKING.** School System acknowledges that PCG is and shall remain the owner of all right, title, and interest in and to each of PCG's Trademarks in any form or embodiment thereof, and is also the owner of all goodwill associated with PCG's Trademarks. All goodwill generated by School System use of the EDPlan Service with respect to PCG's Trademarks shall inure exclusively to the benefit of PCG. School System shall promptly notify PCG of any third-party infringements of any of the PCG Trademarks used in connection with the EDPlan Service, or any act of unfair competition by third parties relating to the PCG Trademarks, within a reasonable time of School System's knowledge of such infringements or acts. School System is also prohibited from altering, modifying, or creating any derivative trades names, service marks, and logos concerning EDPlan without the express written consent of PCG.

11. **INDEMNIFICATION AND LIMITATION OF LIABILITY**

11.1. School System Indemnification Obligations. School System shall defend, indemnify, and hold harmless PCG from and against any third party suit, proceeding, assertion, damage, cost, liability, and expense (including court costs and reasonable attorneys' fees) incurred as a result of claims of School System or third parties against PCG or its affiliates, licensors, suppliers, officers, directors, employees, or agents arising from or connected with School System's misuse of the EDPlan Service, unauthorized modification of the EDPlan Service, or unauthorized combination of the EDPlan Service with any hardware, software, products, data, or other materials not specified or provided by PCG, provided that PCG promptly notifies School System, in writing, of the suit, claim, or proceeding, or threat of suit, claim, or proceeding, and provides School System with reasonable assistance for the defense of the suit, claim, or proceeding. School System will have sole control of the defense of any claim and all negotiations for settlement or compromise. The data entered or uploaded by School System into EDPlan Service is processed by PCG on an 'as is' basis. School System warrants that such data entered into the EDPlan Service is accurate and complete and that School System has appropriate records to substantiate such data. School System agrees that PCG will not be liable for losses, damages, or third-party claims associated with any PCG act that is as a result of inaccurate or incorrect data entered or uploaded by School System into the EDPlan Service. School System agrees to defend, indemnify, and hold PCG harmless against any losses suffered by PCG as the result of any inaccuracies in the data entered or uploaded by School System into the EDPlan Service.

11.2. Limitation of Liability. NO PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR CONSEQUENTIAL, INCIDENTAL, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES RESULTING FROM OR RELATING TO THE AGREEMENT, WHETHER BASED ON BREACH OF CONTRACT, TORT, OR OTHERWISE, EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN ADDITION, EXCEPT AS OTHERWISE PROVIDED IN THIS SECTION, THE TOTAL AGGREGATE LIABILITY OF EACH PARTY, ITS AFFILIATES, AND ALL OF ITS AND THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SUBCONTRACTORS, AGENTS, SUCCESSORS AND ASSIGNS UNDER THIS AGREEMENT (WHETHER IN CONTRACT, TORT, NEGLIGENCE, STRICT LIABILITY IN TORT, IN LAW OR EQUITY, OR OTHERWISE) SHALL NOT EXCEED, IN THE AGGREGATE, THE AMOUNT OF FEES PAID BY SCHOOL SYSTEM TO PCG, FOR THE SERVICE OR MODULE FROM WHICH THE LIABILITY ARISES, DURING THE TWELVE (12) MONTHS PRIOR TO THE MONTH IN WHICH THE FIRST EVENT GIVING RISE TO LIABILITY OCCURRED.

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12. **TERMINATION.** Either party may terminate this Agreement for cause on or after the thirtieth (30th) day after such party gives the other party written notice of a material breach by such party of any obligation hereunder, unless such breach is cured within thirty (30) days following the breaching party's receipt of such written notice.

12.1. Effect of Termination or Expiration. Upon termination or expiration of this Agreement, and subject to Section 9.5 above: (i) all licenses granted to School System by PCG will terminate; and (ii) all School System User access to the EDPlan Service will terminate. Notwithstanding anything to the contrary in this Agreement, PCG may keep a backup copy of the data, subject to applicable law.

12.2. No Damages for Termination or Expiration. Neither party will be liable to the other for damages of any kind, incidental or consequential damages, or lost profits, on account of the termination or expiration of this agreement in accordance with its terms. Each party waives any right it may have to receive any compensation or reparations on termination or expiration of this agreement, other than as expressly provided in this Agreement. Neither party will be liable to the other on account of termination or expiration of this Agreement for reimbursement or damages for the loss of goodwill, prospective profits, or anticipated income, or on account of any expenditures, investments, leases, or commitments made by either party or for any other reason whatsoever based upon or growing out of such termination or expiration.

13. **ADDITIONAL SERVICES**. The parties to this Agreement may expand the scope of this Agreement to include other products or services offered by PCG, and to specify rates of payment for such products or services, by means of amendments to this Agreement signed by an authorized representative of each party and referencing this Agreement

14. **PROCUREMENT**. School System is solely responsible for its compliance with applicable procurement laws and regulations. To the extent specifically authorized by applicable procurement laws and regulations, this Agreement may be utilized by another school district or other entity for purposes of its own authority to contract with PCG. The terms of such resulting contract may differ from this Agreement, and School System assumes no authority, liability, or obligation to PCG or to any other school district or other entity with respect to any such resulting contract.

15. **WAIVER AND NONEXCLUSIVE REMEDY**. No failure of either party to exercise or enforce any of its rights under this Agreement will act as a waiver of such rights. Except as otherwise specified in this Agreement, the exercise by either party of any remedy under this Agreement is without prejudice to its other remedies under this Agreement or otherwise.

16. **COMPLIANCE WITH LAWS**. Each party agrees to comply with all applicable laws, rules, and regulations in connection with its activities under this Agreement.

17. **ADDITIONAL TERMS**

17.1. Assignment. This Agreement will bind and inure to the benefit of each party's permitted successors and assigns, provided, however, that neither party may assign this Agreement, in whole or in part, without the other party's written consent. Any attempt to assign this Agreement without such consent will be null and void. A change of control of a party will not be deemed an assignment. Notwithstanding anything to the contrary, a party may assign this Agreement to any affiliate, parent organization, or subsidiary upon written notice to the other party.

17.2. Governing Law, Jurisdiction, and Venue. This Agreement, and all other aspects of the business relationship between the parties, is to be construed, interpreted, and enforced under and in accordance with the laws of the State of Florida, without regard to choice of law provisions. The parties consent to personal jurisdiction in its courts, and agree that the state and federal courts of Palm Beach

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County, Florida shall have exclusive jurisdiction over the enforcement of this Agreement and that venue is appropriate.

17.3. Severability. If any provision of this Agreement is found invalid or unenforceable by a court or other tribunal of competent jurisdiction, that provision will be enforced to the maximum extent permissible and the other provisions of this Agreement will remain in full force and effect.

17.4. Force Majeure. Neither party shall be responsible for delays or failures in performance resulting from acts of God, acts of civil or military authority, terrorism, fire, flood, strikes, war, epidemics, pandemics, shortage of power, or other acts or causes reasonably beyond the control of that party. The party experiencing the force majeure event agrees to give the other party notice promptly following the occurrence of a force majeure event, and to use diligent efforts to re-commence performance as promptly as commercially practicable. For the sake of clarity, notwithstanding a force majeure event, including a school closure, all prepaid fees are nonrefundable.

17.5. Independent Contractors. The parties to this Agreement are independent contractors. There is no relationship of partnership, joint venture, employment, franchise, or agency between the parties. Neither party will have the power to bind the other or incur obligations on the other's behalf without the other's prior written consent.

17.6. Entire Agreement. This Agreement and its exhibits are the complete and exclusive agreement between the parties with respect to the subject matter hereof, superseding and replacing any and all prior agreements, communications, and understandings (both written and oral) regarding such subject matter. Provisions of this Agreement may be modified or waived only by a written document executed by authorized representatives of both parties. In addition, 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.

17.7. Survival. The provisions of this Agreement which by their nature would continue beyond the termination or expiration of this Agreement will survive the termination or expiration of this Agreement.

17.8. Headings. The various headings and subheadings in this Agreement are inserted for convenience only and shall not affect the meaning or interpretation of this Agreement or any provision hereof.

17.9. Authority. Each party represents and warrants that it has sufficient rights and authority to enter into this Agreement and that this Agreement violates no previous agreement between each party and any third parties.

17.10. Interpretation. The parties agree that the terms of this Agreement result from negotiations between them. This Agreement will not be construed in favor of or against either party by reason of authorship.

17.11. Amendment. This Agreement may be amended only by written agreement of the parties, signed by authorized representatives and referencing this Agreement.

17.12. Notice. Any notices, requests, consents and other communications hereunder shall be in writing and shall be effective either when delivered personally to the Party for whom intended, e-mailed with an acknowledgment of receipt, or five (5) days following deposit of the same into the United States mail (certified mail, return receipt requested, or first class postage prepaid), addressed to such party at the address set forth below, who shall serve as contact persons unless replaced by a party by written notice to the other party:

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For Public Consulting Group LLC: Attn: Legal Department Public Consulting Group LLC 148 State Street Boston, MA 02109 E-Mail: dhartnagel@pcgus.com	For School System: Attn: _____ _____ _____ E-Mail:_____

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

PUBLIC CONSULTING GROUP LLC	**THE SCHOOL BOARD of CLAY COUNTY, FLORIDA**
Signature	*Signature*
_____ *Printed Name*	*Printed Name*
_____ *Title*	*Title*
_ *Date*	*Date*

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EXHIBIT A
EDPlan Scope of Work

This Exhibit A is used to document the base EDPlan modules, features, and service levels that School System has elected to license/purchase under this Agreement. Additional services are described within this Exhibit A to facilitate meeting future district needs should School System choose to exercise additional related contract options at a later point in time.

PCG deploys a standard configuration of EDPlan to School Systems, informed by industry best practice. For each new implementation of any EDPlan module, PCG will hold a kickoff meeting with the designated School System contract manager to discuss implementation and configuration options that are available to School System.

In addition to licensing access to the EDPlan service to School System, PCG offers a number of professional services for School Systems that may include: user help desk support regarding system functions and operation; a variety of tiered technical assistance levels to support related to school operations, policy, and instruction; related online and in-person professional development; and other related services.

For on-site trainings, School System is responsible for scheduling the space, providing necessary technology (computers/Internet), and communicating/promoting the details of the event to School System personnel.

Subject to the terms and conditions of this Agreement, PCG will provide the following Services:

EDPlan Module Licensing

- ☐ **EDPlan EasyIEP Module.** The EDPlan EasyIEP is an innovative IEP management system that allows users to streamline the creation and management of students' Individualized Education Plans (IEPs), so they can spend less time in the system and more time with their students. EasyIEP is IDEA compliant with unique, easy-to-use features that reinforce federal, state, and district compliance guidelines.
  - Documents Included: Existing standard Florida IEP documents to support parent, staff, and other communication needs, configured to reflect School System name, address, and contact information.
  - Reports Included: Dashboard widgets, advanced student search, a set of standard reports, and Advanced Reporting business intelligence tool.
  - Training: Upon implementation, PCG will hold an on-site kickoff meeting to review district procedures and discuss implementation and configuration of EDPlan EasyIEP. Following the kickoff meeting, PCG will provide up to thirty (30) training sessions in the first contract year. A training guide and FAQ document will be provided to School System in electronic format for its use for the duration of the Term. School System is responsible for scheduling the space, providing necessary technology (computers/internet), and communicating/promoting the details of the event to School System personnel. Additional trainings may be purchased by School System as desired and will be scheduled at a mutually agreeable time upon execution of a contract amendment or change order for the additional services.

- ☐ **EDPlan Education Plan for Gifted (EP) Module.** The EDPlan Education Plan module allows users to streamline the creation and management of gifted students' Education Plans (EP), so they can spend less time in the system and more time with their students.
  - Documents Included: Existing documents to support parent, staff and other communication needs, configured to reflect School System name, address, and contact information.

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- Reports Included: Existing file extracts, reports, and/or user dashboards for various user types.
- Training: Upon implementation, PCG will hold an on-site kickoff meeting to review district procedures and discuss implementation and configuration of EDPlan. Following the kickoff meeting, PCG will provide up to eight (8) training sessions in the first contract year. A training guide and FAQ document will be provided to the district in electronic format for its use for the duration of the contract term.

☐ **EDPlan Services Plan for Private School Students (SP) Module.** The EDPlan Services Plan for Private School allows users to streamline the creation and management of students' Service Plans (SP), so they can spend less time in the system and more time with their students. The system is Florida-compliant with unique, easy-to-use, features which reinforce federal, state and district compliance guidelines,

- Documents Included: Existing documents to support parent, staff and other communication needs, configured to reflect School System name, address, and contact information.
- Reports Included: Existing file extracts, reports, and/or user dashboards for various user types.
- Training: Upon implementation, PCG will hold an on-site kickoff meeting to review district procedures and discuss implementation and configuration of EDPlan. Following the kickoff meeting, PCG will provide one (1) training session in the first contract year. A training guide and FAQ document will be provided to the district in electronic format for its use for the duration of the contract term.

☐ **EDPlan 504 Module.** PCG's web-based, process-driven solution assists administrators and instructional personnel with documentation to manage and develop Eligibility Determinations and Accommodation Plans.

- *504 Documents.* School System agrees to use the uniform set of module-specific documents provided with this solution, including if applicable those required by the State. These documents shall include, but are not limited to:
  - Invitation to Meeting
  - Student and Parents Rights Document
  - Eligibility Checklist
  - Prior Notice of Reevaluation/Assessment
  - Parent Consent for Evaluation/Assessment
  - Eligibility Determination
  - Non-Eligibility Determination
  - Accommodation Determination Worksheet
  - Accommodation Plan
  - Accommodations At-A-Glance Document
  - Review of Accommodations Form
  - Section 504 Discontinuation Letter
  - Manifestation Determination Review

  Additional documents may be requested by School System to accommodate local policies and procedures, at an additional cost. Module documents utilize information in the designated School System database.
- *504 Reports.* Standard reports included with the 504 module:
  - 504 Accommodations
  - 504 Accommodations – Caseload
  - 504 Student Report

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X **EDPlan Health Module.** The EDPlan Health Module is a web-based service documentation site and health record management system where nurses and other health providers can collect and view all pertinent health information and encounters for a student.

EDPlan Health Base Functionality

Configuration of the base EDPlan Health solution will provide school nurses and other school support staff with the following features and functionality:

- Nursing & Medication Service Logging Wizards
- Daily Schedule / Dashboard for Medications and Nursing Services
- Nursing Contact Notes
- Immunization Compliance and Alerts
- Medication Inventory Tracking and Alerts
- Mass Screenings Wizard for blood pressure, dental, growth/BMI, hearing, lice, scoliosis, and vision
- Ad Hoc Office Visit Logging Templates & Letters (pdf)
- Supervisor Sign-Off Wizard
- Centralized Student Health Information Page
- Individualized Healthcare Plan Templates (pdf)
- Standard Reports: Health Alerts Report (xls), Individual Healthcare Plans (xls), Medication Inventory Report (pdf), Non-Compliant Immunizations Report (xls), Nursing Service Log Report (xls), Nursing Screening Standard Report (xls), Scheduled Nursing & Medications Report (xls)
- Draft service log completion wizard
- Ability to upload standard district templates/documents for easy access by nurses to download

Implementation Assumptions:

- EDPlan Health includes the baseline documents with no customized application development or specialized reporting.
- Access to the EDPlan Health module will be granted through the creation of new user types or modification of existing user types pending School System approval.
- PCG will administer initial role privileges for EDPlan Health users to document nursing and medication services. School System will be responsible for future role privileges after implementation and administrator training.
- Data integration and ongoing technical support for:
    - PCG will follow the existing data integration in place between EDPlan and School System, to include additional fields required for the EDPlan Health module
    - Recurring data imports from your student information system: student demographic data
    - One-time data imports: users, student health alerts, student immunization records (if applicable)
    - Data integration must follow PCG's pre-set, standard integration using PCG's templates
- End-user manual and quick reference guide will be provided in electronic format.
- PCG will make updates according to administrator-approved additions to medications, diagnosis codes, and health alerts.
- Establishment of post-implementation Change Management process lead by School System Nursing Leadership.

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☐ **EDPlan Mental/Behavioral Health Services (MBHS) Module.** The EDPlan MBHS module is a web-based case management and service documentation system for providers to document mental and behavioral health services. This module includes:

- User types specific to the MBHS module, giving these staff members specific access to MBHS documents and data
- A guided process that leads staff through the steps of referral, assessment, plan of care, progress tracking, and discharge; documents and services are saved to a student's record
- Visual compliance symbols to help staff keep track of important timelines associated with POC creation and Reviews
- MBHS-specific reports

X **EasyTrac: Mental and Behavioral Health Service Documentation.** The EasyTrac electronic documentation system is part of PCG's EDPlan suite of services. EasyTrac can be expanded to allow for documentation of mental and behavioral health services *outside* of an Individual Education Plan (IEP). The EasyTrac Mental and Behavioral Health Service Documentation includes:

- System hosting and maintenance
- Initial configuration and setup of non-IEP mental and behavioral health services and logging wizard
- Virtual system training for end users and administrators
- One (1) training for end users/providers
- One (1) training for administrators
- A standard suite of reports that allow administrators and providers to review documented services
- Zendesk (helpdesk) support

☐ **EDPlan Behavioral Threat Assessment and Management Solution.** PCG's Behavioral Threat Assessment and Management (BTAM) solution assists in the implementation of a consistent, structured approach for multidisciplinary teams to identify and support students who may present a threat to self or others; helping school personnel document the threat, gather, share, and consider relevant information to make informed decisions, consider key questions to assign risk and determine next steps for intervention, and prepare a monitoring plan if needed).

- Includes standard configurations supporting local and national models.
- PCG will provide:
  - EDPlan Systems Annual Refresher Training – Includes one (1) 2-hour virtual refresher training session per contract year. Additional training sessions can be requested for an additional cost.
  - Free 90-day trial of online training modules developed by national threat assessment expert Dr. Melissa Reeves based on the NTAC model; and John Van Dreal based on the SK Cascade model; both one seat license.
- The package further includes:
  - Advanced Reporting (AR): Flexible enterprise-scale ad-hoc reports.
    - Five (5) standard AR reports
    - Two (2) hours of virtual training on AR
    - Additional reports provided at published rates in Exhibit B
  - Standard edition EDPlan PaperClip: Document Repository for BTAM case artifacts.
    - File types supported: PDF, DOC, XLS, TXT, RTF, PPT, TIF, JPG, PNG, XLSX, PPTX, and DOCX.

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☐ **Suicide Risk Assessment Solution.** The Suicide Prevention (SRA) solution works to prompt users through Threat-to-Self risk assessment using commonly used screeners. A safety and support supervision plan with recommended interventions is created and monitored for the individual student.

- The SRA solution includes PCG's standard configuration that supports local and national models.
- In the first year of service, PCG will provide:
  - One (1) day of PCG consultant training integrated with district practice – Two (2) sessions per day and 30 participants per session. BTAM/SRA teams and district administrators will learn how to navigate the EDPlan system and manage threat/risk assessment data with 2 expert PCG trainers.
  - EDPlan Systems Annual Refresher Training – Includes one (1) 2-hour virtual refresher training session per year.
    - Additional training sessions can be requested for an additional cost.
  - Free 90-day trial of online training modules developed by national suicide risk assessment expert Dr. Terri Erbacher based on the Suicide in Schools model; one seat license.
- The package further includes:
  - Advanced Reporting (AR): Flexible enterprise-scale ad-hoc reports.
    - Five (5) standard AR reports
    - Two (2) hours of virtual training on AR
    - Additional reports provided at published rates in Exhibit B
  - Standard edition PaperClip: Document Repository for BTAM case artifacts.
    - File types supported: PDF, DOC, XLS, TXT, RTF, PPT, TIF, JPG, PNG, XLSX, PPTX, and DOCX.
  - PaperClipPlus: Expands our standard PaperClip support to large audio/video files.
    - File types supported: WEBM, MPG, MP2, MPEG, MPE, MPV, OGG, MP4, M4P, M4V, AVI, WMV, MOV, QT, FLV, SWF, AVCHD, MKV for up to 400GB of storage.

Note that PCG's BTAM and SRA solutions are a set of tools to be used by School System's school-based inter-disciplinary threat assessment team to (1) conduct evaluations about student risk to themselves and others, and (2) allow such teams to then determine independently any follow-up steps to monitor and support students. The solutions do not render any determinations or conclusions. They use nationally recognized guidelines and frameworks that provide School System's inter-disciplinary team(s) the ability to document threats and incidents, evaluate students, and render its own assessments, conclusions, and support decisions. The solutions should not be construed as determining actions or decisions upon which School System must or should rely.

☐ **EDPlan Multi-Lingual Learner (ML) Module.** PCG's EDPlan ML Module is fully integrated with the EDPlan platform and benefits districts by providing a web-based, process-driven solution that assists administrators and instructional personnel with easy, compliant documentation to manage the ML plan process. Our system maintains student records, enables real-time compliance tracking, and provides reporting capabilities.

- Tracks multilingual learner screeners and yearly language assessments
- Creates and translates progress reports, learning plans, and yearly identification documents
- Displays compliance data within interactive graphs

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- Works alongside EDPlan's special education platform to manage dually identified students and keep all special student populations in one place
- Dynamically translates student documents into common languages within seconds
- Reports key data metrics to inform instructional practices

☐ **EDPlan MTSS.** The EDPlan MTSS early warning dashboard and intervention management system provides a holistic view of student data and intervention planning tools, all in one place to improve student outcomes. The platform's early warning dashboard highlights students requiring additional support based on assessments and other indicators. Teachers can group students by need and assign targeted interventions, saving valuable time. The intervention management system allows teams to easily create and manage both academic and behavior/social emotional intervention plans, monitor student progress, and maintain important documentation of observations, plan reviews, and screening results.

EDPlan MTSS Base Functionality:
Configuration will include the following features and functionality:

- Early Warning Dashboard
- Intervention List Management
- Intervention Plan creation with graphical representation of progress
- Intervention Plan monitoring
- Intervention Logging
- MTSS Student History documentation
- Screenings and Observations documentation
- Intervention Plan Reviews
- Student Notes
- Advanced/Single Student Search
- Custom Group creation
- Consider for Special Education (problem-solving team collaboration tool)
- Reporting to track student progress and intervention effectiveness
- Embedded SRSS-IE screener (optional add-on)

Support:

- On-demand electronic reference guides
- Web-based system for submission and tracking of project items, change requests, and questions for designated users

<u>Implementation Assumptions:</u>

- Data integrations assume districts can send data in required EDPlan import specifications.
- Data integration and ongoing technical support are included for the following:
    - PCG will follow the existing data integration in place between EDPlan and School System, to include additional fields required for the EDPlan MTSS module
    - Recurring import of group roster files
    - Recurring import of EWD Attendance data
    - Recurring import of EWD Incident Data
    - Recurring import of Progress Monitoring tools from the list of available vendors*
    - Yearly import of Universal Screeners for three screening periods for the EWS from the list of available vendors*
    - Early Warning Dashboard activation

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- If district is unable to send data in required EDPlan import specifications, a custom change order, with additional costs, can be provided based on what information the district is able to send.
- EDPlan MTSS includes the baseline documents with no customized application development or specialized reporting.
- Quick reference guides will be provided in electronic format.
- Establishment of post-implementation Change Management process lead by the district MTSS team.

** Available Assessment Vendors: DIBELS/mCLASS, i-Ready, aimswebPlus, Fastbridge, NWEA MAP, and Star. The Change Management process will be initiated if district wishes to integrate with additional vendors or additional imports in addition to the scope listed above.*

Medicaid Services*

******If any of these services are provided, the terms and conditions in Exhibit C will also apply.*

X **Medicaid Fee-for-Service (FFS) Claiming.** PCG will work with School System to prepare and maintain necessary paperwork for PCG to receive approval for submitting electronic claims and Remittance Advice to and from approved Medicaid agency on behalf of School System.
- PCG will prepare, approve and update as appropriate, a Compliance Checklist identifying the relevant Medicaid documentation rules for the ACHA school-based Medicaid program.
- School System will complete a PCG Compliance Checklist to select options with respect to claims. The Compliance Checklist will detail all service types for which claims will be submitted, including nursing claims if the EDPlan Health Module is selected.
- Based on the information entered in EDPlan by School System as well as the options selected in the Compliance Checklist, PCG will process, generate, and submit reimbursement claims to approved Medicaid agency on behalf of School System.
- PCG will perform monthly Medicaid eligibility checks.
- PCG will review Remittance Advices and reconcile and correct denied claims as appropriate.
- PCG will provide audit preparation and defense on claims for payment submitted by PCG on behalf of School System.
- PCG will retain documentation that supports its claims for Medicaid reimbursement and meets the minimum ACHA school-based Medicaid program requirements for five (5) years.
- PCG will safeguard student records in accordance with FERPA, applicable provisions of HIPAA, and all applicable Florida state laws.

X **Nursing Claiming.**
- Medicaid match & eligibility.
- Compliance checks/validations, including those specific to MBHS (as outlined in Compliance Checklist).
- Submission of claims for eligible students to Medicaid.
- Reimbursement review and resubmission of denials as appropriate.
- Access to an EasyTrac Dashboard which shows service exceptions (i.e., failed checks/validations) and highlights opportunities for reimbursement optimization.
- Claiming reports that provide reimbursement and denials information.

X **MBHS Claiming.**
- Medicaid match & eligibility.
- Compliance checks/validations, including those specific to MBHS (as outlined in Compliance Checklist).

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- Submission of claims for eligible students to Medicaid.
- Reimbursement review and resubmission of denials as appropriate.
- Access to an EasyTrac Dashboard, which shows service exceptions (i.e., failed checks/validations) and highlights opportunities for reimbursement optimization.
- Claiming reports that provide reimbursement and denials information.

User Support and Training

EDPlan was designed to be intuitive and to facilitate ease of use. Licensing fees include user support related solely to specific functionality and system features that are included in School System's contract. In addition to the Support within the application, where users can find system documentation and FAQs, PCG provides live support to trained School System administrators on system functions. Tier-2 User Support includes message board communication tools that are embedded within the EDPlan user interface. PCG will respond to School System administrator inquiries within one business day. Items that are escalated for additional investigation or resolution may take additional time to resolve.
Training for EDPlan modules will be provided based on the table below:

EDPlan Module	Trainings
EasyIEP	• One (1) initial administrator training (in-person) • Two (2) days of on-site training with 2 sessions of two to three hours each • One (1) annual virtual refresher training after the implementation year
EDPlan Health	• One (1) initial **administrator** training (virtual) • One (1) initial **nurse / end user trainings** (virtual) during year one of the contract • One (1) annual virtual refresher training after the implementation year
EDPlan 504 & ML	• One (1) initial training (virtual) for up to 30 of district staff during year one of the contract • Invitation to participate in annual refresher trainings
Medicaid Billing and Documentation	• One (1) initial **administrator** training (virtual) • One (1) initial **provider/end user trainings** (virtual) during year one of the contract
Mental/Behavioral Health Service Management & Documentation	• One (1) initial **administrator** training (virtual) • One (1) initial **mental/behavioral health provider** training (*in person*)
Behavioral Threat Assessment and Management Solution	• One (1) initial administrator training (in-person) • One (1) day of on-site training with 2 sessions of two to three hours each • One (1) annual virtual refresher training after the implementation year
EDPlan MTSS	• One (1) virtual recorded 90-minute Initial training • One (1) virtual 60-minute Deepening Practices Training • One (1) virtual 45-minute End-of-Year Best Practices Training

Supplemental Services- Basic and Advanced Data Analysis and Custom Reporting Services

Requests for Data Analysis and custom reporting services must be submitted via the EDPlan Help Desk. PCG will acknowledge receipt within one business day. These services require additional fees as indicated in Exhibit B.

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Additional EDPlan Features

These additional EDPlan features can be added to support School System needs. Applicable user support and training is defined within each option.

- ☐ **EDPlan PaperClip.** PCG's PaperClip provides electronic storage of documents to allow direct access to signed documents within the system, maintaining compliance while decreasing the need for paper document storage.
  - Includes additional storage of 3 GB per contract term
  - Each additional 1 GB of data needed will cost $500
  - No additional user support or training provided

- ☐ **EDPlan Single Sign-On (SSO)** With SSO, your users can enjoy simplified access to EDPlan SC, significantly reducing the need for multiple login credentials and streamlining their authentication process. This not only enhances user convenience but also strengthens security by centralizing access control. PCG will work with district IT staff to establish a single sign on integration through the preferred SSO method (e.g., Azure, Classlink, Google, RapidIdentity, LDAP, etc).

- ☐ **EDPlan Connect.** The EDPlan Connect module allows providers to set up parents/guardians with access to the Parent Portal and select the Individual Plan of Care (initial) they would like to send to the parent/guardian for signature. Access to the Parent Portal can be sent immediately once a parent/guardian has been set up by the provider, and once a document is selected to be sent to a parent/guardian for review, it will be sent overnight.

- ☐ **EDPlan Signature Feature.** PCG's Signature provides for electronic signature capture for any EDP/an document in your system, improving document completion and compliance while simplifying document storage and retrieval.

- ☐ **EDPlan Translation.** EDPlan Translation, available for documents within EasyIEP, EDPlan 504, and EDPlan ML, currently offers real-time document translation for the following languages: By activating this feature, the parties acknowledge and understand that EDPlan Translation uses third-party Google Translate functionality. PCG and Google disclaim all warranties, make no representations, and assume no liability for the accuracy or reliability of the translation provided by the Google Translate functionality. Translations are provided 'as is' to the School System. PCG acknowledges that it has executed a contractual agreement with Google concerning confidentiality of all data. School System is instructed to visit Google's Cloud Translation website at www.cloud.google.com for Google's Terms of Service, which govern all use of Google Translate. A Translation Quick Reference guide is provided for support in using Translation functionality.

System Overview and School System Responsibilities

EDPlan is a web-based application. School System is not required to purchase or install any software on its computers except an Internet browser and Adobe Reader (each is available from the vendor).

PCG provides all hardware and software necessary for the operation of EDPlan. PCG provides all technology engineering services required to operate EDPlan. PCG provides all operational services needed for the appropriate functioning of EDPlan including but not limited to: Database software administration, database backup and recovery, system account management, system security, computer and network equipment maintenance, server software maintenance, application software maintenance. PCG provides all datacenter hosting services as required for the appropriate functioning of EDPlan including the provisioning of internet bandwidth as needed to make EDPlan appropriately accessible via the internet.

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School System Responsibilities

School System is responsible for timely provision of the following:

1. Connection to the Internet for its Users
2. Computer hardware for its Users
3. Browser software and browser software configuration
4. Installation and configuration of the Adobe Acrobat Reader
5. System start up information as detailed in the "System Start–Up" Section below
6. Additional school data after Start-Up, as may be required by PCG
7. Access to Special Education management staff
8. Designation of a consistent contract manager who will serve for the duration of the contract term
9. Sites for all scheduled trainings with an appropriately configured computer for each trainee and one additional computer for the trainer

System Startup

System Startup is the process by which a School System's service is established. The goal of Syste Startup is to import required information as much as possible into the module so that School System need not perform excessive manual data entry.

Where applicable, PCG has developed a standard set of import stubs for the data elements required by EDPlan Student Success Services. The main categories of data imports include module-specific information.

Often these data may be exported from existing database(s) or spreadsheets. It is the responsibility of School System to populate the database(s) and spreadsheets.

School System shall designate project manager(s) to coordinate internal School System activities of the project implementation and ongoing project maintenance and support. This project manager(s) will also serve as the primary contact person for PCG for greater efficiency across solutions.

Implementation and Change Management

The initial EDPlan system configuration and future requests for configuration changes will require the ongoing active participation of School System's designated Contract Manager, as well as practitioners from the district, who will be selected and scheduled by School System, to participate in requirements gathering and School System process reviews. Initial configuration, all future configuration changes and other enhancements will follow a standard Change Management process and must be approved by the School System Contract Manager.

System Start Up/Initial System Implementation
PCG and School System agree to schedule and will perform at a mutually agreed time, a contract kick-off meeting within 10 business days of contract execution (contract signed by both parties, approved by School System board, etc.). The kick-off meeting will introduce the key personnel to each other (i.e. School System's appointed Contract Manager, affected School System department leads, PCG Relationship Manager, PCG Implementation Lead). The agenda will include a review of the scope of work and services provided under the contract.

EDPlan system implementation will include the following steps:
- Project Initiation (Contract execution, kick-off meeting)
- Requirements Gathering

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- Requirements Sign Off by the Contract Manager on behalf of School System
- Configuration
- System Integration
- Quality Assurance Testing
- User Acceptance Testing
- Contracts Manager Sign Off on behalf of School System

The implementation process will also include a review of the project plan for the initial system rollout for School System, including data integration and site configuration processes and schedule; a review of the initial training plan of School System personnel as well as future refresher trainings included in the contract; a review of School System's user support plan and any additionally procured tiers of support or other services; a review of user acceptance and sign-off procedures and expectations; and a review of the process and fees for mutually agreed, post-implementation system configuration and enhancements that are initiated by School System following the initial system implementation.

Pre-Launch Enhancements
Should School System require enhancement to the EDPlan application as part of the implementation process, the following process will be followed:
- Requirements Gathering
- Requirements & Cost Estimate Sign Off by the Contract Manager on behalf of School System
- Software development
- Quality Assurance (QA)
- User Acceptance Testing (UAT)
- Contracts Manager Sign Off on behalf of School System

Managing Future Changes and Enhancements

New Releases:
PCG develops, upgrades, and new services and makes them available with regular New Releases. PCG will, as early as practicable, provide School System with advance notice of each New Release, and advise School System whether and how such New Releases will be provided to School System. Some upgrades contained in a New Release may require an additional charge to be provided to School System.

Configuration Changes:
As the vision, goals, needs, and personnel of School Systems change, PCG understands that School System may choose to make other changes to the initial configuration, PCG follows a uniform change management process for each request to make sure that changes have the desired impact, to assist the district in planning, and ensure School System has time to support any required procedural changes resulting from the requested change, Configuration changes may need extensive planning, testing, documentation and training, requiring an additional charge to support implementation. Such services and costs would be communicated to School System as part of the change management process, prior to the start of any post-implementation work.

Enhancements:
School System may also choose to enhance existing modules, and/or add new system features. PCG follows the same uniform change management process for each request. Enhancements to existing modules and the creation of new features need extensive requirements gathering, planning, coding and testing. Each change will require an additional charge to support this work.

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Change Management Process:
Step 1. School System Contract Manager will contact the EDPlan Help Desk with the requested change. A member of the EDPlan Help Desk will enter the requested change into PCG's change request tool. enters the requested change into PCG's change request tool.
Step 2. PCG will contact School System to begin the requirements gathering process.
Step 3. PCG will develop requirements documents appropriate for the requested change. *Documents may include: specifications, mock-ups, process flows, access control lists, project plans, communication plans, and training plans.
Step 4. PCG will prepare a change order document and review the requirements document with School System Project Manager and Contract Manager.
Step 5. PCG will make changes to the requirements document as requested by School System.
Step 6. PCG will prepare an estimate with a target completion date and any required additional charges.
Step 7. School System Contract Manager signs off on the Change Order and estimate.
Step 8. Required configuration and/or coding begins.
Step 9. All changes are tested by PCG.
Step 10. All changes are tested and approved by the School System Project Manager and designated colleagues.
Step 11. The School System Contract Manager signs off on the change, indicating acceptance.
Step 12. The change is made available on the EDPlan web-based application.
Step 13. Using Communication Plan prepared in step 3, PCG and School System finalize communication / training with affected users.

In supporting the timely and informed delivery of change order requests, School System agrees to assign the appropriate staff members to actively participate in the necessary requirements/specifications gathering discussions, authorize and provide sign-off on the agreed requirements, participate in the testing of any mutually agreed change, and provide written sign-off on the release of the change once it has been completed.

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EXHIBIT B
PRICING TERMS

Subject to the terms and conditions of this Agreement, School System shall pay PCG the following amounts:

Current Service Name	Annual Pricing	Terms/Conditions
Medicaid Claiming for ESE Related Services	$76,576/year	Annual pricing is based on an estimated 7,590 ESE student count.
Medicaid Claiming for ESE Nursing Services	Minimum of $20,000/year (see Terms/Conditions)	$20,000 up to 30,000 paid claim lines $25,000 up to 40,000 paid claim lines $30,000 up to 50,000 paid claim lines $35,000 up to 60,000 paid claim lines $40,000 for 60,000+ paid claim lines
EDPlan Health Module	$12,762	
Plan of Care Document	$2,000	
EasyTrac Mental & Behavioral Service Documentation	$15,435	

A. Fees

For each Renewal Term of the Agreement commencing on July 1, 2026, School System shall pay an Annual Fee equal to 105% of the amount of the Annual Fee for the previous Renewal Term as set forth above.

Each year of service will run July 1 – June 30, and invoices will be issued quarterly based on the schedule below. For the "Medicaid Claiming for ESE Nursing Services", PCG will assume the minimum annual fee of $20,000 for the Q1-Q3 invoices, which will be $5,000/quarter. In the final invoice of the service year, PCG will calculate the total paid claim lines and then charge the difference. For example, if over 60,000 paid claim lines for ESE nursing services were received during July 1 – June 30, the Q4 invoice will be $25,000 for the "Medicaid Claiming for ESE Nursing Services" line item (i.e., $15,000 from Q1-3 plus $25,000 from Q4, totaling $40,000).

- Q1: October 1 (July 1 – Sept 30 services)
- Q2: January 1 (Oct 1– Dec 31 services)
- Q3: April 1 (Jan 1 – March 31 services)
- Q4: July 1 (April 1 – June 30 services)

B. Additional Fees

The parties will negotiate in good faith concerning fees for additional training, features, or additional work under this Agreement that are not otherwise stated herein. Once the parties reach agreement, the fees will be memorialized through amendments to this Agreement. School System reserves the right to procure additional solutions and services from PCG. It is understood that these additional solutions and services are not included in scope of this Agreement and do not include training or installation costs for additional scope.

- Additional virtual user training session for up to 30 School System users per session: $1,500
- Additional on-site training session for up to 30 School System users per session: $2,500

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- Data analysis, custom data feeds, or custom report development: $220/hour
- Special Education policy or procedure analysis and guidance: $250/hour

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EXHIBIT C
MEDICAID SERVICES ADDITIONAL TERMS AND CONDITIONS

I. **COMPLIANCE CHECKLIST**. The parties agree that a separate Compliance Checklist if not already in place will be executed by both parties within thirty (30) days of the effective date of this Agreement or the effective date of any amendment for Medicaid Fee for Service (FFS) Service Documentation and Claiming, whichever is applicable. Failure by School System to concurrently or subsequently execute a Compliance Checklist shall provide PCG the right to suspend or terminate the Medicaid FFS Service Documentation and Claiming under this Agreement with less than thirty (30) days' notice.

II. **COMPENSATION, PAYMENT, AND BILLING PROCEDURE**

A. For FFS and Cost Reporting Services, PCG shall invoice School System only after reimbursement has been received by School System. Each invoice shall state, at a minimum, the nature of the reimbursement received, the date of reimbursement, and the time period of the services provided by PCG.

B. If a reimbursement is disallowed after it was paid to School System, the following terms shall apply:

(i) PCG shall not be obligated to reimburse School System for a disallowance if School System does not allow PCG to fully participate in the review and audit process.

(ii) PCG shall not be obligated to reimburse School System for any disallowance resulting from the errors, acts, or omissions of School System. PCG's billing on behalf of School System is in good faith, and the data School System enters is processed by PCG on an 'as is' basis. School System warrants that service data entered into EasyTrac™ and supporting claiming data furnished is accurate and complete, and that School System has appropriate records to substantiate claims submitted on its behalf by PCG.

(iii) Subject to the terms provided herein, in the event claims are disallowed as a result of PCG's errors or omissions and federal funds are returned and all avenues for contesting the disallowance have been exhausted, PCG shall be capped at paying School System only a refund equal to and no greater than the amount paid by School System to PCG on the amount disallowed and not be subject to any further liability.

C. The terms of this Section shall survive expiration or termination of this Agreement. In particular, upon expiration or termination of the Agreement, PCG shall be entitled to payment for services provided prior to expiration or termination. The parties acknowledge that one or more invoices may be submitted by PCG after the expiration or termination date, following reimbursements received by School System on account of such services, and School System shall be obligated to satisfy such invoices.

III. **RECORDS.**

A. Upon reasonable notice, which will be no less than ten (10) business days, PCG shall allow SCHOOL SYSTEM and any of its duly authorized representatives or agents commercially reasonable access to any records of PCG that are pertinent to this Agreement for the purposes of audits or examination, provided that (i) any audit or examination requiring physical access to PCG's records shall take place during PCG's normal business hours of operation and in a commercially reasonable manner; and (ii) absent exigent circumstances, SCHOOL SYSTEM shall not request more than one (1) audit or investigation within a calendar year.

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B. PCG shall maintain its records, including all SCHOOL SYSTEM data, relating to this Agreement for a period of at least five (5) years from the date of expiration or termination, after which time PCG shall have the right to delete such records. Upon expiration or termination of the Agreement, PCG will provide a zip file via SFTP to include service log, compliance events (e.g., Medicaid parental consent), and remittance advice ("remit") information in the appropriate and available format (e.g., text, Excel, or PDF) going back six (6) years from the date of this Agreement's expiration or termination. If additional years, a different file format, and/or a delivery method other than SFTP are requested, PCG will provide SCHOOL SYSTEM such data in the requested date range and/or format and charge a rate per hour to do so. The hours to complete the work will be priced at the prevailing PCG rates. SCHOOL SYSTEM shall be obligated to pay prior to delivery of the data

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"ADDENDUM A"
TO CONTRACT WITH
THE SCHOOL BOARD OF CLAY COUNTY, FLORIDA

Notwithstanding any contractual language to the contrary, the terms and conditions of this "Addendum A" shall govern and prevail over any conflicting or inconsistent terms and conditions in the underlying contract to which this "Addendum A" is attached and/or otherwise incorporated. All references herein made to the School Board of Clay County, Florida ("SBCC") shall be interpreted to include the School Board of Clay County, Florida, Clay County District Schools ("District"), and all Board officers and employees.

1. The Company, Vendor, Agency, or Consultant, of Contract with the School Board of Clay County, hereafter collectively and individually referred to as the "CONTRACTOR".

2. CONTRACTOR represents that it is an independent contractor and that it requires that the SBCC treat it as such. CONTRACTOR agrees:
   a. That it has no rights to any benefits extended by the SBCC to its employees [including without limitation, sick leave, vacation time, insurance coverage, etc.];
   b. That it will not take a position contrary to their status as an independent contractor, and agrees to accept the responsibilities placed on independent contractors by federal and state law accordingly, the SBCC will not make the deductions or contributions that an employer may be required to make with respect to its employees, and the undersigned will be responsible for all federal and state tax and fund obligations, including without limitation, income tax, Social Security, unemployment compensation, etc.];
   c. CONTRACTOR agrees, as an independent contractor and not an employee of the SBCC, it is responsible for providing their own Worker's Compensation Insurance and social security/self-employment contributions.

3. CONTRACTOR acknowledges and accepts responsibility for all risks of injury and loss associated with the performance of this Agreement. In addition to any other statutory or common law obligation to indemnify and defend the SBCC, CONTRACTOR shall indemnify, defend, and hold harmless the SBCC, its officers, and employees from any claim, loss, damage, penalty, or liability arising from the negligent acts, omissions, misfeasance, malfeasance, or intentionally wrongful conduct of CONTRACTOR, its employees, or agents relating to the performance of duties imposed upon CONTRACTOR by this Agreement. Such indemnity shall not be limited by benefits payable by or for CONTRACTOR under worker's compensation, disability, or any other employee benefits or insurance programs or policies. Contractor shall timely provide to the SBCC written notice of any claim, complaint, or demand asserted against CONTRACTOR related to the performance of this Agreement. CONTRACTOR's obligations under this section shall survive the termination of this Agreement.

4. CONTRACTOR agrees to be bound by, and at its own expense comply with, all federal, state, and local laws, ordinances, and regulations applicable to the services. CONTRACTOR shall review and comply with the confidentiality requirements of federal and state law and the SBCC policy regarding access to and use of records.

5. Reservation of Sovereign Immunity: No provision or language in the underlying contract shall be construed or interpreted to increase the scope or dollar limit of the SBCC's liability beyond that which is set forth in Section 768.28 of the Florida Statutes. Nor shall any such language be construed or interpreted to waive the SBCC's sovereign immunity from suit, or to require the SBCC to indemnify CONTRACTOR or any other person, corporation or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts or omissions other than those which arise from the actionable negligence of the SBCC. The SBCC expressly reserves all other protections and privileges related to its sovereign immunity.

6. CONTRACTOR will perform the services in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified and suitable personnel, equipment and materials. CONTRACTOR warrants and represents to the SBCC that it possesses the expertise, capability, equipment and personnel to properly perform the services and that it is properly and legally licensed to perform the services. CONTRACTOR acknowledges that the SBCC is relying on the warranties and representations made by CONTRACTOR.

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7. Method of Payment (if applicable): Services and/or Products satisfactorily received shall be compensated in accordance with Attachment A and the following terms:
   a. Procurement is performed in accordance with applicable law, State Board of Education Rules, Clay County School Board Policy and other applicable rules and regulations which govern. CONTRACTOR shall be paid in accordance with the Local Government Prompt Payment Act (218.70, et seq., Florida Statutes) upon submission of detailed invoices to the appropriate location listed on the District Purchase Order and/or the School Internal Account Purchase Order, and only after delivery and acceptance of the services and/or products provided.
   b. Services and/or Products, as authorized and approved by SBCC, shall be compensated by Hour Rate (cost per hour) / Fixed Fee (*includes direct and indirect costs) /* Flat Rate (*cost for scope of work) /* etc.
   c. Direct reimbursement for travel expenses, as authorized by and listed in Attachment A, shall be made in accordance with the requirements and rates found at F.S. 112.061 and any applicable the SBCC policies.
   d. Incurrence of other direct expenses, if any, must be pre-approved in writing by the SBCC.
   e. Unless otherwise required by law, the SBCC's payment obligations (if any) arising from the underlying Agreement are contingent upon an annual appropriation by the School Board and the availability of funds to pay for the contracted services and/or products provided. If such funds are not appropriated for the underlying Agreement and results in its termination, such conditions/events shall not constitute a default by the SBCC.

8. The SBCC and CONTRACTOR have mutual rights to terminate this Agreement with or without cause and without penalty or further payment, at any time upon thirty (30) days written notice to the other party. However, if it is determined by the SBCC that the work is not being performed as agreed herein, CONTRACTOR shall be deemed to be in default, and the SBCC reserves the right to cancel this Agreement immediately.

9. Force Majeure: Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, embargo, riot, sabotage, labor dispute, wide spread outbreak of disease or pandemic, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the party experiencing the initial delay cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.

10. This Agreement shall not be modified or amended except in writing, duly agreed to and executed by the parties.

11. CONTRACTOR shall not assign this Agreement in whole or in part, without the express written consent of the SBCC Purchasing Department.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and venue shall be in Clay County, Florida.

13. No other representations or promises shall be binding on the parties hereto except those representations or promises contained herein.

14. In the event that any part, term, or provision of this Agreement is, in a court of competent jurisdiction, found to be illegal or unenforceable, the validity of the remaining portions and provisions will not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held to be so invalid.

15. Should any litigation be commenced in connection with this Agreement, the prevailing party shall be entitled to reasonable attorney fees and court costs.

16. The parties hereto represent that they have reviewed this Agreement and have sought legal advice concerning the legal significance and ramifications of this Agreement.

17. CONTRACTOR shall retain records associated with the services and/or products provided herein for a period of three years following final payment. CONTRACTOR shall, with reasonable notice, provide the SBCC access to these records during the above retention period.

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18. Jessica Lunsford Act: SBCC is required to conduct background screening of CONTRACTOR (including its employees, agents, and sub-contractors) (go to Clay County District Schools website for fingerprinting procedures). CONTRACTOR represents and warrants to the SBCC that CONTRACTOR is familiar with Sections 1012.32, 1012.321, 1012.465, 1012.467, and 1012.468 of the Florida Statutes regarding background investigations. CONTRACTOR covenants to comply with all requirements of the above-cited statutes at CONTRACTOR's sole expense and shall provide the SBCC proof of such compliance upon request.

    Certification: By executing this Agreement, CONTRACTOR swears and affirms under penalty of perjury that all of its employees, agents, and subcontractors will comply with these procedures, the requirements of the Jessica Lunsford Act, SBCC's finger printing procedures, and the laws of the State of Florida. Failure to comply with these procedures, the Act, SBCC's finger printing procedures, and the law of the State of Florida shall constitute a material breach of the Agreement, and SBCC may avail itself of all remedies pursuant to law. CONTRACTOR agrees to indemnify and hold harmless SBCC, its officers, employees, and agents, from and against any and all claims or causes of action, including without limitation those for personal injury, death, property damages, and attorney fees, arising out of or relating to CONTRACTOR's failure to comply with any of the above.

19. E-Verify: CONTRACTOR named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Agreement, the CONTRACTOR certifies that it, and any sub-contractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with Section 448.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The CONTRACTOR must maintain a copy of such affidavit for the duration of the Agreement. This section serves as notice to the CONTRACTOR that, pursuant to the terms of Section 448.095(2)(c) 1 and 2, Florida Statutes, the SBCC shall terminate this Agreement if it has a good faith belief that the CONTRACTOR has knowingly violated Section 448.09(1), F.S.. If the SBCC has a good faith belief that the subcontractor, without the knowledge of the CONTRACTOR, has knowingly violated Section 448.09(1) or 448.095(2), F.S., the SBCC shall notify the CONTRACTOR and order the CONTRACTOR to immediately terminate the contract with the subcontractor. If the SBCC terminates an Agreement with a CONTRACTOR pursuant to sec. 448.095(2)(c), F.S., the CONTRACTOR will not be awarded a public contract for at least one year after the date of such termination.

20. The CONTRACTOR certifies that CONTRACTOR is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134.

21. CONTRACTOR shall, at CONTRACTOR's sole expense, procure and maintain during the term of this Agreement, at least the following minimum insurance coverage, which shall not limit the liability of CONTRACTOR:

General Liability Policy:	Auto Liability Policy:	Worker's Compensation Policy:
$1,000,000.00 per occurrence	$1,000,000.00 combined single limit	$100,000
$2,000,000.00 aggregate	$5,000,000.00 (if charter or common carrier)	*Exempt, need signed WCAF*

    **If the CONTRACTOR is exempt from Worker's Compensation insurance obligations, the CONTRACTOR must sign the Worker's Compensation Acknowledgment Form (WCAF) attached hereto as Exhibit # 1 .*

    All policies of insurance shall be rated "A-" or better by the most recently published A.M. Best Rating Guide and shall be subject to the SBCC approval as to form and issuing company. The SBCC shall be named as certificate holder and as an *additional insured* in the comprehensive general (including property damage) liability policy within five (5) days after execution of this Agreement. CONTRACTOR shall furnish the SBCC's Representative copies of insurance certificates evidencing that it maintains at least the insurance coverage required hereunder, and which contain the following or equivalent clause: *"Before any reduction, cancellation, modification or expiration of the insurance policy, thirty (30) days prior written notice thereof shall be given to the SBCC."* CONTRACTOR is NOT authorized to proceed with the services until all the insurance certificates have been received and accepted.

    Receipt of certificates or other documentation of insurance or policies or copies of policies by the SBCC, or by any of its representatives, which indicate less coverage than required does not constitute a waiver of CONTRACTOR's obligation to fulfill the insurance requirements herein.

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22. CONTRACTOR shall not solicit or accept brokerage or any other fees or remuneration from any provider of the SBCC insurance program.

23. CONTRACTOR recognizes and acknowledges that by virtue of entering into this Agreement and providing services hereunder, CONTRACTOR, its agents, employees, officers, and subcontractors may have access to certain confidential information and processes, including confidential student information, personal health information, financial records, and access to the SBCC networks (hereinafter "Confidential Information"). CONTRACTOR agrees that neither it nor any CONTRACTOR agent, employee officer, or subcontractor will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by the SBCC in writing, any Confidential Information. In addition, following expiration of said Agreement, CONTRACTOR, its agents, employees, officers, and subcontractors shall either destroy or return to the SBCC all Confidential Information. With 72-hours written notification, the SBCC reserves the right to determine whether or not Confidential Information has been destroyed and such confirmation may include inspecting the CONTRACTOR's facilities and equipment. CONTRACTOR understands and agrees that it is subject to all federal and state laws and SBCC rules relating to the confidentiality of student information. Contractor further agrees to comply with the Family Educational Rights and Privacy Act ("FERPA") 34 C.F.R. § 99. Contractor shall regard all student information as confidential and will not disclose personally-identifiable student records or information to any third party without appropriate legal authorization. Access to SBCC data or networks shall require a SBCC Data-Sharing and Usage Agreement and shall only be authorized by the SBCC IT Department.

24. CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTOR's duties under this Agreement, and will specifically:
    a. Keep, maintain, and produce upon request and within a reasonable period of time all data created or collected in the performance of its duties under this Agreement ("Agreement Data") which come within the definition of a "public record" under Chapter 119.
    b. Provide to the SBCC, upon its request and free of charge, a copy of each record which CONTRACTOR seeks to produce in response to a public records request.
    c. Ensure that all Agreement Data considered exempt under Chapter 119 are not disclosed except as authorized by law.
    d. Upon completion of its obligations under the Agreement, transfer to the SBCC, at no cost, all Agreement Data in CONTRACTOR's possession or otherwise keep and maintain such data/records as required by law. All records transmitted to the SBCC must be provided in a format that is compatible the SBCC's information technology systems.
    e. The SBCC is authorized to collect, use or release social security numbers (SSN) of CONTRACTOR and their employees for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.071(5)(a)2 and 3, Florida Statutes):
        a) Criminal history and criminal background checks/Identifiers for processing fingerprints by Department of Law Enforcement, if SSN is available [Required by Fla. Admin. Code 11 C-6.003 and Fla. Stat. § 119.071(5)(a)6]
        b) Vendors/Consultants that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.071(5)(a)2 and 6]

    CONTRACTOR's failure to comply with the provisions set forth in this section shall constitute a default and material breach of this Agreement, which may result in termination by the SBCC without penalty.

    IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, OR CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTRACTOR SHALL CONTACT THE SBCC'S CUSTODIAN OF PUBLIC RECORDS AT 900 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA 32043, OR AT 904-336-6500, OR AT: PRR@myoneclay.net

25. Government Funding (if Applicable): Funding for this Agreement may be provided in whole or in part by one or more Government funding agencies (Federal, State, Local). As a result, CONTRACTOR shall comply with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not

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limited to Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20,31,40,41.

To the extent that the SBCC is using Government Funds as a source of payment for this Agreement, CONTRACTOR shall execute and deliver to the SBCC the following forms, attached hereto as Exhibit # 2 : (a) EDGAR Certification; (b) Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion; (c) Drug-Free Workplace Certification; (d) Non-Collusion Affidavit; and (e) Disclosure of Potential Conflict of Interest.

SBCC'S Representative with CONTRACTOR is: Melanie Sanders

School/Department Name: ESE

Mailing Address: 900 Walnut Street Green Cove Springs, FL 32048

Phone #: 904-336-6867 Email Address: melanie.sanders@myoneclay.net

Accepted and Agreed to:

SCHOOL BOARD OF CLAY COUNTY	**CONTRACTOR**
By: _____	By: Signed by: Ladd Van Devender 86AE5271A98D457...
Print Name: _____	Print Name: Ladd Van Devender
Title: _____	Title: Manager
Date: _____	Date: 11/18/2025

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Exhibit # 1

WORKERS COMPENSATION ACKNOWLEDGEMENT FORM (WCAF)

The undersigned Contractor/Vendor ("Contractor") represents and acknowledges that it is an independent contractor and is not provided coverage under any self-insured workers compensation program of the School Board of Clay County, Florida (the "Board" or "District"), any primary workers compensation insurance policy purchased by or on behalf of the District, any excess workers compensation insurance purchased by or on behalf of the District, any risk sharing arrangement, risk sharing pool, or any state reimbursement fund for workers compensation payments made by the District, based on the following understandings and representations by the Contractor:

1. Contractor is not an "Employee" as defined under Chapter 440 of the Florida Statutes. The Parties agree that Chapter 440 describes remedies for employers and employees in place of Florida common law and limits the rights of independent contractors like the undersigned.
2. Contractor maintains a separate business with its own work equipment, material, and accommodations.
3. Contractor has a different federal employer identification number than the District or is a sole proprietor who is not required to obtain a federal employer identification number under state or federal regulations.
4. Contractor receives compensation for services rendered or work performed, and such compensation is paid to a business rather than to an individual.
5. Contractor maintains at least one bank account in the name of the Contractor or associated persons or entities for the purposes of paying business expenses related to the services rendered or work performed for the District.
6. Contractor performs work or is able to perform work for entities other than the District at the Contractor's election without the necessity of completing an employment application or process.
7. Contractor either provides its own workers compensation coverage or has elected to be exempt from workers compensation coverage.
8. Contractor has provided proof of other insurance, including liability insurance, to the District in the amounts required by the District.
9. Contactor had an opportunity to review and consult with legal counsel regarding this document.
10. Contactor understands that the District is relying upon the truthfulness and accuracy of representations in this acknowledgement as a material basis for the District entering into the underlying agreement(s) with Contractor.

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Name of Contractor/Vendor: Public Consulting Group LLC

Signature of Authorized Representative: Ladd Van Devender
86AE5271A98D457...

Printed Name of Authorized Representative: Ladd Van Devender

Title of Authorized Representative: Manager

Date: 11/19/2025

Exhibit # 2 (a)

EDGAR CERTIFICATIONS

All purchases involving the expenditure of federal funds must be compliant with the Education Department General Administrative Regulations ("EDGAR"). The following certifications and provisions are required and apply when the School Board of Clay County, Florida ("SBCC" "School Board") expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the District shall contain the procurement provisions of Appendix II to Part 200, as applicable.

REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II to C.F.R. PART 200

(A) Contracts for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when School Board expends federal funds, School Board reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

(B) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

Pursuant to Federal Rule (B) above, for all contracts involving Federal funds in excess of $10,000, School Board reserves the right to terminate the contract (i) for convenience, and/or (ii) for cause by issuing a certified notice to the vendor.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when School Board expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when School Board expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29

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EDGAR CERTIFICATIONS (continued)

CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award resulting from this procurement process.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (F) during the term of an award resulting from this procurement process.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (G) during the term of an award resulting from this procurement process.

(H) Energy Policy and Conservation Act (2 CFR §910.120, 10 CFR §600.236). Vendor agrees to comply with the mandatory standards and policies relating to energy efficiency contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

Pursuant to Federal Rule (H) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (H) during the term of an award resulting from this procurement process.

(I) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (I) above, when federal funds are expended by School Board, Vendor certifies that during the term of an award resulting from this procurement process, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, ort voluntarily excluded from participation by any federal department or agency.

(J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (J) above, Vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The Vendor further certifies that: (1) No Federal appropriated funds have been

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EDGAR CERTIFICATIONS (continued)

paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

RECORDS ACCESS AND RETENTION

Records Access (34 CFR 80.36 (i)(10): All vendors, contracts and subcontractors shall give access to the SBCC, the appropriate Federal agency, the Comptroller General of the United States, or any of their duly authorized representative to any books, documents, papers, and records of the vendor which are directly pertinent to this specific bid/contract for the purpose of making audit, examination, excerpts and transcriptions.

Records Retention (2 C.F.R. § 200.333): Financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or passthrough entity in the case of a subrecipient.

RECOVERED MATERIALS

Recovered Materials (2 CFR §200.322): Contractor must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

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Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Vendor's Name: Public Consulting Group LLC

Signature of Authorized Representative: Signed by: Ladd Van Devender 86AE5271A98D457...

Print Name of Authorized Representative: Ladd Van Devender

Exhibit # 2 (b)

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-Procurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Instructions for Certification:

1. The prospective lower tier participant certifies, by submission of this proposal that neither it nor its principals are:

a) presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;

b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in performing a public (federal, state or local) transaction or contract under a public transaction; or for violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

c) are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of the offenses enumerated in this certification; or

d) have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Vendor: Public Consulting Group LLC

Ladd Van Devender

Printed Name

Signed by: Ladd Van Devender 86AE5271A98D457...

Signature:

Manager

Title of Authorized Representative

11/19/2025

Date:

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Exhibit # 2 (c)

DRUG-FREE WORKPLACE CERTIFICATION

Preference shall be given to vendors/contractors certifying their compliance with a drug-free workplace in accordance with Section 287.087, Florida Stat. as follows:

Preference to businesses with drug-free workplace programs - Whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tied bids, proposal, or replies shall be followed if none of the tied vendor has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee shall abide by the terms of the statement and shall notify the employer of any conviction of, or plea of guilty or nolo contendero to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

CONTRACTOR NAME: Public Consulting Group LLC

AUTHORIZED CONTRACTOR REPRESENTATIVE SIGNATURE:

Signed by:
Ladd Van Devender
86AE5271A98D457...

Ladd Van Devender	Ladd Van Devender
(Printed Name)	(Signature)
Manager	11/19/2025
(Title)	(Date)

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Exhibit # 2 (d)

NON-COLLUSION AFFIDAVIT

State of FLORIDA)
County of CLAY)

My name is (INSERT NAME Ladd Van Devender). I hereby attest that I am authorized to execute this affidavit on behalf of my firm, its owners, directors, and officers. I have personal knowledge of the price(s), guarantees and the total financial commitment represented in the firm's offer and/or contract.

(1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.

(2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent or potential respondent, nor were they disclosed prior to opening of offers.

(3) The offer from my firm is made in good faith and no attempt has been made to induce any firm or person to refrain from submitting an offer, or to submit an offer higher than our offer, or to submit any intentionally high or noncompetitive offer or other form of complementary offer.

(4) (INSERT NAME OF COMPANY Public Consulting Group LLC) its affiliates, subsidiaries, officers, directors, employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding, proposing or offering on any public contract, except as follows:

I attest that (INSERT NAME OF COMPANY Public Consulting Group LLC understands and acknowledges that the above representations are material and important, and will be relied on by The School Board of Clay County, Florida, in awarding the contract for which this offer is submitted. I understand and my firm understands that any misstatement of material representations herein shall be treated as fraudulent or otherwise intentional concealment of the true facts relating to submission of offers for this contract.

CONTRACTOR NAME: Public Consulting Group LLC

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Ladd Van Devender	Signed by: Ladd Van Devender 86AE5271A98D457...
(Printed Name)	(Signature)
Manager	11/19/2025
(Title)	(Date)

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Exhibit # 2 (e)

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBCC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBCC. It also places restrictions on SBCC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBCC.

Contractor must disclose the names of any employees who are employed by Contractor who are also an employees of SBCC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Contractor's Employee	SBCC Title or Position of Contractor's Employee	SBCC Department/School of Contractor's Employee
_____	_____	_____
_____	_____	_____
_____	_____	_____

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Check one of the following and sign:

☐X I hereby affirm that there are no known persons employed by Contractor who are also an employee of SBCC.

☐ I hereby affirm that all known persons who are employed by Contractor who are also an employee of SBCC have been identified above.

Signed by:
Ladd Van Devender
86AE5271A98D457...

Signature

Public Consulting Group LLC

Company Name

STANDARD STUDENT DATA PRIVACY AGREEMENT

(NDPA Standard Version 1.0)

DRAFT

School Board of Clay County

and

Public Consulting Group LLC

Provider Name

Version: 1r7

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This document may only be used by A4L Community members and may not be altered in any substantive manner.

This Student Data Privacy Agreement ("**DPA**") is entered into on the date of full execution (the "**Effective Date**") and is entered into by and between:

School Board of Clay County , located at 900 Walnut Street, Green Cove Springs, FL 32043
(the "**Local Education Agency**" or "**LEA**")

And

Public Consulting Group (Provider Name) located at 148 State Street 10th Floor Boston, MA 02109 (Street, City, State) (the "**Provider**").

WHEREAS, the Provider is providing educational or digital services to LEA.

WHEREAS, the Provider and LEA recognize the need to protect personally identifiable student information and other regulated data exchanged between them as required by applicable laws and regulations, such as the Family Educational Rights and Privacy Act ("**FERPA**") at 20 U.S.C. § 1232g (34 CFR Part 99); the Children's Online Privacy Protection Act ("COPPA") at 15 U.S.C. § 6501-6506 (16 CFR Part 312), applicable state privacy laws and regulations and

WHEREAS, the Provider and LEA desire to enter into this DPA for the purpose of establishing their respective obligations and duties in order to comply with applicable laws and regulations.

NOW THEREFORE, for good and valuable consideration, LEA and Provider agree as follows:

1. A description of the Services to be provided, the categories of Student Data that may be provided by LEA to Provider, and other information specific to this DPA are contained in the Standard Clauses hereto.

2. **Special Provisions.** ***Check Box if Required***

☑ If checked, the Supplemental State Terms and attached hereto as **Exhibit "G"** are hereby incorporated by reference into this DPA in their entirety.

☑ If checked, LEA and Provider agree to the additional terms or modifications set forth in **Exhibit "H"**. (Optional)

☐ If Checked, the Provider, has signed **Exhibit "E"** to the Standard Clauses, otherwise known as General Offer of Privacy Terms

3. In the event of a conflict between the SDPC Standard Clauses, the State or Special Provisions will control. In the event there is conflict between the terms of the DPA and any other writing, including, but not limited to the Service Agreement and Provider Terms of Service or Privacy Policy the terms of this DPA shall control.

4. This DPA shall stay in effect for three (3) years. **Exhibit "E"** will expire three (3) years from the date the original DPA was signed.

5. The services to be provided by Provider to LEA pursuant to this DPA are detailed in **Exhibit "A"** (the "**Services**").

6. **Notices**. All notices or other communication required or permitted to be given hereunder may be given via e-mail transmission, or first-class mail, sent to the designated representatives below.

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The designated representative for the LEA for this DPA is:

Name: Duane Weeks Title: Director of Information Services

Address: 900 Walnut Street, Green Cove Springs, FL 32043

Phone: 904-336-9603 Email: duane.weeks@myoneclay.net

The designated representative for the Provider for this DPA is:

Name: Kimberley Kirby Title: Privacy Officer

Address: 148 State Street 10th Floor Boston, MA 02109

Phone: (857) 206-6328 Email: kkirby@pcgus.com

IN WITNESS WHEREOF, LEA and Provider execute this DPA as of the Effective Date.

LEA, School Board of Clay County

By: _____ Date: 11/13/25

Printed Name: Duane Weeks Title/Position: Director of Information Services

Public Consulting Group LLC

Name of Provider

By: _____ Date: 11/6/2025

Printed Name: Kimberley Kirby Title/Position: Privacy Officer

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STANDARD CLAUSES

Version 1.0

ARTICLE I: PURPOSE AND SCOPE

1. **Purpose of DPA**. The purpose of this DPA is to describe the duties and responsibilities to protect Student Data including compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time. In performing the Services, the Provider shall be considered a School Official with a legitimate educational interest, and performing services otherwise provided by the LEA. Provider shall be under the direct control and supervision of the LEA, with respect to its use of Student Data
2. **Student Data to Be Provided**. In order to perform the Services described above, LEA shall provide Student Data as identified in the Schedule of Data, attached hereto as **Exhibit "B"**.
3. **DPA Definitions**. The definition of terms used in this DPA is found in **Exhibit "C".** In the event of a conflict, definitions used in this DPA shall prevail over terms used in any other writing, including, but not limited to the Service Agreement, Terms of Service, Privacy Policies etc.

ARTICLE II: DATA OWNERSHIP AND AUTHORIZED ACCESS

1. **Student Data Property of LEA**. All Student Data transmitted to the Provider pursuant to the Service Agreement is and will continue to be the property of and under the control of the LEA. The Provider further acknowledges and agrees that all copies of such Student Data transmitted to the Provider, including any modifications or additions or any portion thereof from any source, are subject to the provisions of this DPA in the same manner as the original Student Data. The Parties agree that as between them, all rights, including all intellectual property rights in and to Student Data contemplated per the Service Agreement, shall remain the exclusive property of the LEA. For the purposes of FERPA, the Provider shall be considered a School Official, under the control and direction of the LEA as it pertains to the use of Student Data, notwithstanding the above.
2. **Parent Access**. To the extent required by law the LEA shall establish reasonable procedures by which a parent, legal guardian, or eligible student may review Education Records and/or Student Data correct erroneous information, and procedures for the transfer of student-generated content to a personal account, consistent with the functionality of services. Provider shall respond in a reasonably timely manner (and no later than forty-five (45) days from the date of the request or pursuant to the time frame required under state law for an LEA to respond to a parent or student, whichever is sooner) to the LEA's request for Student Data in a student's records held by the Provider to view or correct as necessary. In the event that a parent of a student or other individual contacts the Provider to review any of the Student Data accessed pursuant to the Services, the Provider shall refer the parent or individual to the LEA, who will follow the necessary and proper procedures regarding the requested information.

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3. **Separate Account**. If Student-Generated Content is stored or maintained by the Provider, Provider shall, at the request of the LEA, transfer, or provide a mechanism for the LEA to transfer, said Student-Generated Content to a separate account created by the student.
4. **Law Enforcement Requests**. Should law enforcement or other government entities ("Requesting Party(ies)") contact Provider with a request for Student Data held by the Provider pursuant to the Services, the Provider shall notify the LEA in advance of a compelled disclosure to the Requesting Party, unless lawfully directed by the Requesting Party not to inform the LEA of the request.
5. **Subprocessors**. Provider shall enter into written agreements with all Subprocessors performing functions for the Provider in order for the Provider to provide the Services pursuant to the Service Agreement, whereby the Subprocessors agree to protect Student Data in a manner no less stringent than the terms of this DPA.

ARTICLE III: DUTIES OF LEA

1. **Provide Data in Compliance with Applicable Laws**. LEA shall provide Student Data for the purposes of obtaining the Services in compliance with all applicable federal, state, and local privacy laws, rules, and regulations, all as may be amended from time to time.
2. **Annual Notification of Rights**. If the LEA has a policy of disclosing Education Records and/or Student Data under FERPA (34 CFR § 99.31(a)(1)), LEA shall include a specification of criteria for determining who constitutes a school official and what constitutes a legitimate educational interest in its annual notification of rights.
3. **Reasonable Precautions**. LEA shall take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the services and hosted Student Data.
4. **Unauthorized Access Notification**. LEA shall notify Provider promptly of any known unauthorized access. LEA will assist Provider in any efforts by Provider to investigate and respond to any unauthorized access.

ARTICLE IV: DUTIES OF PROVIDER

1. **Privacy Compliance**. The Provider shall comply with all applicable federal, state, and local laws, rules, and regulations pertaining to Student Data privacy and security, all as may be amended from time to time.
2. **Authorized Use**. The Student Data shared pursuant to the Service Agreement, including persistent unique identifiers, shall be used for no purpose other than the Services outlined in **Exhibit "A"** or stated in the Service Agreement and/or otherwise authorized under the statutes referred to herein this DPA.
3. **Provider Employee Obligation**. Provider shall require all of Provider's employees and agents who have access to Student Data to comply with all applicable provisions of this DPA with respect

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to the Student Data shared under the Service Agreement. Provider agrees to require and maintain an appropriate confidentiality agreement from each employee or agent with access to Student Data pursuant to the Service Agreement.

4. **No Disclosure**. Provider acknowledges and agrees that it shall not make any re-disclosure of any Student Data or any portion thereof, including without limitation, user content or other non- public information and/or personally identifiable information contained in the Student Data other than as directed or permitted by the LEA or this DPA. This prohibition against disclosure shall not apply to aggregate summaries of De-Identified information, Student Data disclosed pursuant to a lawfully issued subpoena or other legal process, or to Subprocessors performing services on behalf of the Provider pursuant to this DPA. Provider will not Sell Student Data to any third party.

5. **De-Identified Data**: Provider agrees not to attempt to re-identify De-Identified Student Data. De-Identified Data may be used by the Provider for those purposes allowed under FERPA and the following purposes: (1) assisting the LEA or other governmental agencies in conducting research and other studies; and (2) research and development of the Provider's educational sites, services, or applications, and to demonstrate the effectiveness of the Services; and (3) for adaptive learning purpose and for customized student learning. Provider's use of De-Identified Data shall survive termination of this DPA or any request by LEA to return or destroy Student Data. Except for Subprocessors, Provider agrees not to transfer de-identified Student Data to any party unless (a) that party agrees in writing not to attempt re-identification, and (b) prior written notice has been given to the LEA who has provided prior written consent for such transfer. Prior to publishing any document that names the LEA explicitly or indirectly, the Provider shall obtain the LEA's written approval of the manner in which De-Identified Data is presented.

6. **Disposition of Data**. Upon written request from the LEA, Provider shall dispose of or provide a mechanism for the LEA to transfer Student Data obtained under the Service Agreement, within sixty (60) days of the date of said request and according to a schedule and procedure as the Parties may reasonably agree. Upon termination of this DPA, if no written request from the LEA is received within 30 days, Provider shall have no obligation to retain any data input by the LEA, after the 30-day period expires; accordingly, at such time, Provider shall have full discretion to destroy such data. The duty to dispose of Student Data shall not extend to Student Data that had been De-Identified or placed in a separate student account pursuant to section II 3. The LEA may employ a **"Directive for Disposition of Data"** form, a copy of which is attached hereto as **Exhibit "D"**. If the LEA and Provider employ **Exhibit "D"**, no further written request or notice is required on the part of either party prior to the disposition of Student Data described in **Exhibit "D"**.

7. **Advertising Limitations.** Provider is prohibited from using, disclosing, or selling Student Data to (a) inform, influence, or enable Targeted Advertising; or (b) develop a profile of a student, family member/guardian or group, for any purpose other than providing the Service to LEA. This section does not prohibit Provider from using Student Data (i) for adaptive learning or customized student learning (including generating personalized learning recommendations); or (ii) to make product recommendations to teachers or LEA employees; or (iii) to notify account holders about new education product updates, features, or services or from otherwise using Student Data as permitted in this DPA and its accompanying exhibits

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ARTICLE V: DATA PROVISIONS

1. **Data Storage**. Where required by applicable law, Student Data shall be stored within the United States. Upon request of the LEA, Provider will provide a list of the locations where Student Data is stored.

2. **Audits.** No more than once a year, or following unauthorized access, upon receipt of a written request from the LEA with at least ten (10) business days' notice and upon the execution of an appropriate confidentiality agreement, the Provider will allow the LEA to audit the security and privacy measures that are in place to ensure protection of Student Data or any portion thereof as it pertains to the delivery of services to the LEA . The Provider will cooperate reasonably with the LEA and any local, state, or federal agency with oversight authority or jurisdiction in connection with any audit or investigation of the Provider and/or delivery of Services to students and/or LEA, and shall provide reasonable access to the Provider's facilities, staff, agents and LEA's Student Data and all records pertaining to the Provider, LEA and delivery of Services to the LEA. Failure to reasonably cooperate shall be deemed a material breach of the DPA.

3. **Data Security**. The Provider agrees to utilize administrative, physical, and technical safeguards designed to protect Student Data from unauthorized access, disclosure, acquisition, destruction, use, or modification. The Provider shall adhere to any applicable law relating to data security. The provider shall implement an adequate Cybersecurity Framework based on one of the nationally recognized standards set forth in **Exhibit "F"**. Exclusions, variations, or exemptions to the identified Cybersecurity Framework must be detailed in an attachment to **Exhibit "H"**. Additionally, Provider may choose to further detail its security programs and measures that augment or are in addition to the Cybersecurity Framework in **Exhibit "F"**. Provider shall provide, in the Standard Schedule to the DPA, contact information of an employee who LEA may contact if there are any data security concerns or questions.

4. **Data Breach**. In the event of an unauthorized release, disclosure or acquisition of Student Data that compromises the security, confidentiality or integrity of the Student Data maintained by the Provider the Provider shall provide notification to LEA within seventy-two (72) hours of confirmation of the incident, unless notification within this time limit would disrupt investigation of the incident by law enforcement. In such an event, notification shall be made within a reasonable time after the incident. Provider shall follow the following process:

    (1) The security breach notification described above shall include, at a minimum, the following information to the extent known by the Provider and as it becomes available:
        i. The name and contact information of the reporting LEA subject to this section.
        ii. A list of the types of personal information that were or are reasonably believed to have been the subject of a breach.
        iii. If the information is possible to determine at the time the notice is provided, then either (1) the date of the breach, (2) the estimated date of the breach, or (3) the date range within which the breach occurred. The notification shall also include the date of the notice.

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iv. Whether the notification was delayed as a result of a law enforcement investigation, if that information is possible to determine at the time the notice is provided; and

v. A general description of the breach incident, if that information is possible to determine at the time the notice is provided.

(2) Provider agrees to adhere to all federal and state requirements with respect to a data breach related to the Student Data, including, when appropriate or required, the required responsibilities and procedures for notification and mitigation of any such data breach.

(3) Provider further acknowledges and agrees to have a written incident response plan that reflects best practices and is consistent with industry standards and federal and state law for responding to a data breach, breach of security, privacy incident or unauthorized acquisition or use of Student Data or any portion thereof, including personally identifiable information and agrees to provide LEA, upon request, with a summary of said written incident response plan.

(4) LEA shall provide notice and facts surrounding the breach to the affected students, parents or guardians.

(5) In the event of a breach originating from LEA's use of the Service, Provider shall cooperate with LEA to the extent necessary to expeditiously secure Student Data.

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ARTICLE VI: GENERAL OFFER OF TERMS

Provider may, by signing the attached form of "General Offer of Privacy Terms" (General Offer, attached hereto as **Exhibit "E"**), be bound by the terms of **Exhibit "E"** to any other LEA who signs the acceptance on said Exhibit. The form is limited by the terms and conditions describedtherein.

ARTICLE VII: MISCELLANEOUS

1. **Termination**. In the event that either Party seeks to terminate this DPA, they may do so by mutual written consent so long as the Service Agreement has lapsed or has been terminated. Either party may terminate this DPA and any service agreement or contract if the other party breaches any terms of this DPA.

2. **Effect of Termination Survival**. If the Service Agreement is terminated, the Provider shall destroy all of LEA's Student Data pursuant to Article IV, section 6.

3. **Priority of Agreements**. This DPA shall govern the treatment of Student Data in order to comply with the privacy protections, including those found in FERPA and all applicable privacy statutes identified in this DPA. In the event there is conflict between the terms of the DPA and the Service Agreement, Terms of Service, Privacy Policies, or with any other bid/RFP, license agreement, or writing, the terms of this DPA shall apply and take precedence. In the event of a conflict between

Exhibit "H", the SDPC Standard Clauses, and/or the Supplemental State Terms, **Exhibit "H"** will control, followed by the Supplemental State Terms. Except as described in this paragraph herein, all other provisions of the Service Agreement shall remain in effect.

4. **Entire Agreement**. This DPA and the Service Agreement constitute the entire agreement of the Parties relating to the subject matter hereof and supersedes all prior communications, representations, or agreements, oral or written, by the Parties relating thereto. This DPA may be amended and the observance of any provision of this DPA may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both Parties. Neither failure nor delay on the part of any Party in exercising any right, power, or privilege hereunder shall operate as a waiver of such right, nor shall any single or partial exercise of any such right, power, or privilege preclude any further exercise thereof or the exercise of any other right, power, or privilege.

5. **Severability**. Any provision of this DPA that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this DPA, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction while, at the same time, maintaining the intent of the Parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this DPA or affecting the validity or enforceability of such provision in any other jurisdiction.

6. **Governing Law: Venue and Jurisdiction**. THIS DPA WILL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF THE LEA, WITHOUT REGARD TO CONFLICTS OF LAW PRINCIPLES. EACH PARTY CONSENTS AND SUBMITS TO THE SOLE AND EXCLUSIVE JURISDICTION TO THE STATE AND FEDERAL COURTS FOR THE COUNTY OF THE LEA FOR ANY DISPUTE ARISING OUT OF OR RELATING TO THIS DPA OR THE TRANSACTIONS CONTEMPLATED HEREBY.

7. **Successors Bound**: This DPA is and shall be binding upon the respective successors in interest to Provider in the event of a merger, acquisition, consolidation or other business reorganization or sale of all or substantially all of the assets of such business In the event that the Provider sells, merges, or otherwise disposes of its business to a successor during the term of this DPA, the Provider shall provide written notice to the LEA no later than sixty (60) days after the closing date of sale, merger, or disposal. Such notice shall include a written, signed assurance that the successor will assume the obligations of the DPA and any obligations with respect to Student Data within the Service Agreement. The LEA has the authority to terminate the DPA if it disapproves of the successor to whom the Provider is selling, merging, or otherwise disposing of its business.

8. **Authority.** Each party represents that it is authorized to bind to the terms of this DPA, including confidentiality and destruction of Student Data and any portion thereof contained therein, all related or associated institutions, individuals, employees or contractors who may have access to the Student Data and/or any portion thereof.

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9. **Waiver**. No delay or omission by either party to exercise any right hereunder shall be construed as a waiver of any such right and both parties reserve the right to exercise any such right from time to time, as often as may be deemed expedient.

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EXHIBIT "A"

DESCRIPTION OF SERVICES

Vendors/Providers - please list all applications you support that are in use at the District, describe what your application does and what grade levels and/or staff groups will access your software (as applicable).

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EXHIBIT "B"

SCHEDULE OF DATA

Category of Data	Elements	Check if Used by Your System
Application Technology Meta Data	IP Addresses of users, Use of cookies, etc.	☐
	Other application technology meta data-Please specify:	☐
Application Use Statistics	Meta data on user interaction with application	☐
Assessment	Standardized test scores	☐
	Observation data	☐
	Other assessment data-Please specify:	☐
Attendance	Student school (daily) attendance data	☐
	Student class attendance data	☐
Communications	Online communications captured (emails, blog entries)	☐
Conduct	Conduct or behavioral data	☐
Demographics	Date of Birth	☑
	Place of Birth	☐
	Gender	☑
	Ethnicity or race	☑
	Language information (native, or primary language spoken by student)	☑

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Category of Data	Elements	Check if Used by Your System
	Other demographic information-Please specify:	☐
Enrollment	Student school enrollment	☐
	Student grade level	☑
	Homeroom	☐
	Guidance counselor	☐
	Specific curriculum programs	☐
	Year of graduation	☐
	Other enrollment information-Please specify:	☐
Parent/Guardian Contact Information	Address	☐
	Email	☐
	Phone	☑
Parent/Guardian ID	Parent ID number (created to link parents to students)	☐
Parent/Guardian Name	First and/or Last	☑
Schedule	Student scheduled courses	☐
	Teacher names	☐
Special Indicator	English language learner information	☐
	Low income status	☐
	Medical alerts/ health data	☐

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Category of Data	Elements	Check if Used by Your System
	Student disability information	☑
	Specialized education services (IEP or 504)	☑
	Living situations (homeless/foster care)	☐
	Other indicator information-Please specify:	☐
Student Contact Information	Address	☐
	Email	☐
	Phone	☐
Student Identifiers	Local (School district) ID number	☑
	State ID number	☐
	Provider/App assigned student ID number	☐
	Student app username	☐
	Student app passwords	☐
Student Name	First and/or Last	☑
Student In App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	☐
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	☐
Student Survey Responses	Student responses to surveys or questionnaires	☐
Student work	Student generated content; writing, pictures, etc.	☐

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Category of Data	Elements	Check if Used by Your System
	Other student work data -Please specify:	☐
Transcript	Student course grades	☐
	Student course data	☐
	Student course grades/ performance scores	☐
	Other transcript data - Please specify:	☐
Transportation	Student bus assignment	☐
	Student pick up and/or drop off location	☐
	Student bus card ID number	☐
	Other transportation data – Please specify: Trip Logs	☑
Other	Please list each additional data element used, stored, or collected by your application: Medicaid Number	☑
None	No Student Data collected at this time. Provider will immediately notify LEA if this designation is no longer applicable.	☐

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EXHIBIT "C"

DEFINITIONS

De-Identified Data and De-Identification: Records and information are considered to be De-Identified when all personally identifiable information has been removed or obscured, such that the remaining information does not reasonably identify a specific individual, including, but not limited to, any information that, alone or in combination is linkable to a specific student and provided that the educational agency, or other party, has made a reasonable determination that a student's identity is not personally identifiable, taking into account reasonable available information.

Educational Records: Educational Records are records, files, documents, and other materials directly related to a student and maintained by the school or local education agency, or by a person acting for such school or local education agency, including but not limited to, records encompassing all the material kept in the student's cumulative folder, such as general identifying data, records of attendance and of academic work completed, records of achievement, and results of evaluative tests, health data, disciplinary status, test protocols and individualized education programs.

Metadata: means information that provides meaning and context to other data being collected; including, but not limited to: date and time records and purpose of creation Metadata that have been stripped of all direct and indirect identifiers are not considered Personally Identifiable Information.

Operator: means the operator of an internet website, online service, online application, or mobile application with actual knowledge that the site, service, or application is used for K–12 school purposes. Any entity that operates an internet website, online service, online application, or mobile application that has entered into a signed, written agreement with an LEA to provide a service to that LEA shall be considered an "operator" for the purposes of this section.

Originating LEA: An LEA who originally executes the DPA in its entirety with the Provider.

Provider: For purposes of the DPA, the term "Provider" means provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of Student Data. Within the DPA the term "Provider" includes the term "Third Party" and the term "Operator" as used in applicable state statutes.

Student Generated Content: The term "Student-Generated Content" means materials or content created by a student in the services including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of student content.

School Official: For the purposes of this DPA and pursuant to 34 CFR § 99.31(b), a School Official is a contractor that: (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of Student Data including Education Records; and (3) Is subject to 34 CFR § 99.33(a) governing the use and re-disclosure of Personally Identifiable Information from Education Records.

Service Agreement: Refers to the Contract, Purchase Order or Terms of Service or Terms of Use.

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Student Data: Student Data includes any data, whether gathered by Provider or provided by LEA or its users, students, or students' parents/guardians, that is descriptive of the student including, but not limited to, information in the student's educational record or email, first and last name, birthdate, home or other physical address, telephone number, email address, or other information allowing physical or online contact, discipline records, videos, test results, special education data, juvenile dependency records, grades, evaluations, criminal records, medical records, health records, social security numbers, biometric information, disabilities, socioeconomic information, individual purchasing behavior or preferences, food purchases, political affiliations, religious information, text messages, documents, student identifiers, search activity, photos, voice recordings, geolocation information, parents' names, or any other information or identification number that would provide information about a specific student. Student Data includes Meta Data. Student Data further includes "Personally Identifiable Information (PII)," as defined in 34 C.F.R. § 99.3 and as defined under any applicable state law. Student Data shall constitute Education Records for the purposes of this DPA, and for the purposes of federal, state, and local laws and regulations. Student Data as specified in **Exhibit "B"** is confirmed to be collected or processed by the Provider pursuant to the Services. Student Data shall not constitute that information that has been anonymized or De-Identified, or anonymous usage data regarding a student's use of Provider's services.

Subprocessor: For the purposes of this DPA, the term "Subprocessor" (sometimes referred to as the "Subcontractor") means a party other than LEA or Provider, who Provider uses for data collection, analytics, storage, or other service to operate and/or improve its service, and who has access to Student Data.

Subscribing LEA: An LEA that was not party to the original Service Agreement and who accepts the Provider's General Offer of Privacy Terms.

Targeted Advertising: means presenting an advertisement to a student where the selection of the advertisement is based on Student Data or inferred over time from the usage of the operator's Internet web site, online service or mobile application by such student or the retention of such student's online activities or requests over time for the purpose of targeting subsequent advertisements. "Targeted Advertising" does not include any advertising to a student on an Internet web site based on the content of the web page or in response to a student's response or request for information or feedback.

Third Party: The term "Third Party" means a provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of Education Records and/or Student Data, as that term is used in some state statutes. However, for the purpose of this DPA, the term "Third Party" when used to indicate the provider of digital educational software or services is replaced by the term "Provider."

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EXHIBIT "D"

DIRECTIVE FOR DISPOSITION OF DATA

School Board of Clay County Provider to dispose of data obtained by Provider pursuant to the terms of the Service Agreement between LEA and Provider. The terms of the Disposition are set forth below:

1. Extent of Disposition

Disposition is partial. The categories of data to be disposed of are set forth below or are found in an attachment to this Directive:

Categories of data

Disposition is Complete. Disposition extends to all categories of data.

2. Nature of Disposition

Disposition shall be by destruction or deletion of data.

Disposition shall be by a transfer of data. The data shall be transferred to the following site as follows:

Describe here or attach special instructions

3. Schedule of Disposition

Data shall be disposed of by the following date:

As soon as commercially practicable.

By Date:

4. Signature

Authorized Representative of LEA Date

5. Verification of Disposition of Data

Authorized Representative of Provider 11/6/2025 Date

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EXHIBIT "E"

GENERAL OFFER OF PRIVACY TERMS

1. Offer of Terms

Provider offers the same privacy protections found in this DPA between it and Clay County District Schools ("Originating LEA") which is dated _____ to any other LEA ("Subscribing LEA") who accepts this General Offer of Privacy Terms ("General Offer") through its signature below. This General Offer shall extend only to privacy protections, and Provider's signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing LEA may also agree to change the data provided by Subscribing LEA to the Provider to suit the unique needs of the Subscribing LEA. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statues; (2) a material change in the services and products listed in the originating Service Agreement; or three (3) years after the date of Provider's signature to this Form. Subscribing LEAs should send the signed **Exhibit "E"** to Provider at the following email address:

_____

Public Consulting Group

Name of Provider

BY: _____ Date: 11/6/2025

Printed Name: Kimberley Kirby Title/Position: Privacy Officer

2. Subscribing LEA

A Subscribing LEA, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing LEA and the Provider shall therefore be bound by the same terms of this DPA for the term of the DPA between School Board of Clay County (Originating LEA) and the Provider. **PRIOR TO ITS EFFECTIVENESS, SUBSCRIBING LEA MUST DELIVER NOTICE OF ACCEPTANCE TO PROVIDER PURSUANT TO ARTICLE VII, SECTION 5. **

BY: _____ Date: _____

Printed Name: _____ Title/Position: _____

SCHOOL DISTRICT NAME: _____

DESIGNATED REPRESENTATIVE OF LEA:

Name: _____ Title: _____

Address: _____

Telephone Number: _____ Email: _____

DRAFT

EXHIBIT "F"

DATA SECURITY REQUIREMENTS

Adequate Cybersecurity Frameworks

2/24/2020

The Education Security and Privacy Exchange ("Edspex") works in partnership with the Student Data Privacy Consortium and industry leaders to maintain a list of known and credible cybersecurity frameworks which can protect digital learning ecosystems chosen based on a set of guiding cybersecurity principles* ("Cybersecurity Frameworks") that may be utilized by Provider.

Cybersecurity Frameworks

Check those that apply	MAINTAINING ORGANIZATION/GROUP	FRAMEWORK(S)
☐	National Institute of Standards and Technology (NIST)	NIST Cybersecurity Framework Version 1.1
■	National Institute of Standards and Technology (NIST)	NIST SP 800-53, Cybersecurity Framework for Improving Critical Infrastructure Cybersecurity (CSF), Special Publication 800-171
☐	International Standards Organization (ISO)	Information technology — Security techniques — Information security management systems (ISO 27000 series)
☐	Secure Controls Framework Council, LLC	Security Controls Framework (SCF)
☐	Center for Internet Security (CIS)	CIS Critical Security Controls (CSC, CIS Top 20)
☐	Office of the Under Secretary of Defense for Acquisition and Sustainment (OUSD(A&S))	Cybersecurity Maturity Model Certification (CMMC, ~FAR/DFAR)

Please visit http://www.edspex.org for further details about the noted frameworks.

*Cybersecurity Principles used to choose the Cybersecurity Frameworks are located here

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EXHIBIT "G"

Supplemental SDPC State Terms for [State]

Version 1

Providers/Operators are to comply with the Florida Student Online Personal Information Protection Act, Florida Statute 1006.1494. This Act (effective 7/1/2023 and initiated from SB 662 in 2023) establishes new and different terms than those outlined in the National Student Data Privacy Agreement contained herein. Providers/Operators are subject to all of the Act's privacy terms, including, but not limited to the following:

1) An operator many not knowingly do any of the following:
a) Engage in targeted advertising on the operator's site, service, or application, or targeted advertising on any other site, service, or application if the targeting of the advertising is based on any information, including covered information and persistent unique identifiers, which the operator has acquired because of the use of that operator's site, service or application for K-12 school purposes.
b) Use covered information, including persistent unique identifiers, created, or gathered by the operator's site service, or application to amass a profile of a student, except in furtherance of k-12 school purposes. ….
c) Share, sell, or rent a student's information, including covered information ….

2) An operator shall do all the following:
a) Collect no more covered information that is reasonably necessary to operate an Internet website, online service, online application, or mobile application….
b) Implement and maintain reasonable security procedures and practices appropriate to the nature of the covered information which are designed to protect it from unauthorized access destruction, use, modification, or disclosure.
c) Unless a parent or guardian expressly consents to the operator retaining a student's covered information, delete the covered information at the conclusion of the course, or corresponding program and no later than 90 days after a student is no longer enrolled in a school within the district, upon notice by the school district.

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EXHIBIT "H"

Additional Terms or Modifications

Version _____

LEA and Provider agree to the following additional terms and modifications:
Notwithstanding anything to the contrary, upon expiration or termination of the Agreement, as it pertains to any Medicaid services, Provider shall maintain its records, including all LEA data, relating to this Agreement and the Medicaid services for a period of at least five (5) years from the date of expiration or termination, after which time Provider shall have the right to delete such records. Provider will provide LEA a zip file via SFTP file transfer to include service log compliance events (e.g., Medicaid parental consent), and remittance advice ("remit") information in the appropriate and available format (e.g., text, Excel, or PDF) going back five (5) years from the date of this Agreement's expiration or termination. If additional years, a different file format, and/or a delivery method other than SFTP are requested, Provider will provide LEA such data in the requested date range and/or format and charge a per-hour rate to do so. The hours to complete the work will be priced at the prevailing Provider rates. LEA shall be obligated to pay prior to delivery of the data.

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

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

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
Clay High	1/26 - 1/27/26	Tallahassee, FL	FFA	Visit state capitol to lobby re: agriculture policies
Clay High	2/11 - 2/12/26	Lakeland, FL	Girls Weightlifting	Weightlifting Competition
Middleburg High	4/1 - 4/5/26	Pensacola, FL	NJROTC	NJROTC Competition
Middleburg High	4/23 - 4/24/26	Tampa, FL	Cybersecurity	CyberLaunch FL Cybersecurity competition
Oakleaf High	2/6 - 2/7/26	Douglas, GA	NJROTC	Area 10 Drill team championship
Oakleaf High	2/28 - 3/1/26	Brooksville, FL	NJROTC	Air Rifle State championship
Oakleaf High	1/28 - 1/30/26	Lakeland, FL	Girls Weightlifting	Girls Weightlifting Regional championship
Orange Park High	4/23 - 4/24/26	Tampa, FL	NJROTC	Cyber Florida State championship
Orange Park High	2/20 - 2/21/26	Kissimmee, FL	Girls Wrestling	Girls Wrestling Regionals
Orange Park High	2/27 - 2/28/26	Kissimmee, FL	Boys Wrestling	Boys Wrestling Regionals
Ridgeview High	4/16 - 4/19/26	Orlando, FL	HOSA	HOSA State Conference

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.

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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

- March 2026 Student Travel.pdf

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3/5/26

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Clay High
Staff Requesting:	Sydney Whitehurst, Teacher sydney.whitehurst@myoneclay.net
Grade Level and Subject/Program:	Eleventh CTE N/A
Destination:	Florida Capitol: 400 S Monroe St, Tallahassee, FL 32399
Education Value	Florida Farm Bureau Federation is hosting their annual Legislative Day at the Capitol. FFA members are invited to join Farm Bureau members to lobby about agricultural policies affecting Florida.
FLDOE Standards/Benchmarks	CTE-AFNR.912.8117010.12 Evaluate the importance of the food and fiber system to understand the impact on global economy. CTE-AFNR.912.8117010.12 Evaluate the importance of the food and fiber system to understand the impact on global economy.
Field Trip Details: Start/End Date/Time	Starts: 1/26/2026 7:00:00 Ends: 1/27/2026 19:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	District Vehicle
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	Sydney Whitehurst
Anticipated # of Students:	4
Cost Per Student and What it Covers:	0 FFA would pay for them to go. Cost would cover registration and meals.
Anticipated # of Chaperones:	0
Cost Per Chaperone and What it Covers:	0 N/A
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.

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Budget Code/Course to Be Charged:	Internal Account - FFA 4031
Blanket Request:	No
Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	*Sydney Whitehurst* 12/11/2025 14:01:23
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here Dr. Jennifer Hartt 1/14/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 1/20/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here D. Bellini 1/22/26

***District Use Only**
☑ ADMINISTRATIVELY APPROVED: Pending School Board approval for next School Board meeting on (Date) 3/3/26
☐ ADMINISTRATIVELY APPROVED: Received too late for the upcoming School Board meeting on (Date)_____. Item will be placed on the following School Board meeting agenda for retroactive approval on (Date) _____.
☐ CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.

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3/5/26

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Clay High
Staff Requesting:	Autumn Makins Null, Coach autumn.makinsnull@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Girls Weightlifting
Destination:	RP Funding Center, 701 W Lime St, Lakeland, FL 33815
Educational Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 2/11/2026 10:00:00 Ends: 2/12/2026 21:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	We will be renting a van that I will be driving
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	Autumn Makins Null
Anticipated # of Students:	6-9
Cost Per Student and What it Covers:	~$74 Hotel room
Anticipated # of Chaperones:	1
Cost Per Chaperone and What it Covers:	~$74 Hotel Room
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	Internal Account 1137
Blanket Request:	No
Schedule for Blanket Requests:	

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(if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	*Autumn Makins Null* 1/20/2026 9:04:09
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here

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☐ CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.

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3/5/26

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Middleburg High
Staff Requesting:	Shannon Clark, Teacher shannon.clark@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Navy Nationals Naval Air Station Pensacola, FL. 32509
Educational Value	Competing with NJROTC units from around the country. Teaches teamwork, unity, competition and networking.
FLDOE Standards/Benchmarks	N/A
Field Trip Details: **Start/End Date/Time**	Starts: 4/1/2026 7:00:00 Ends: 4/5/2026 16:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Charter Bus
Charter Bus Company (if applicable):	Not selected at this time. Will notify once determined.
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	35
Cost Per Student and What it Covers:	0 0
Anticipated # of Chaperones:	4
Cost Per Chaperone and What it Covers:	0 0
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	NJROTC
Blanket Request:	No

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Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	Shannon M. Clark 1/8/2026 10:21:48
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here 1/12/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 2/3/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here 2/6/26

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☐ CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.

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3/5/26 ✓

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Middleburg High
Staff Requesting:	Christine Ackerman, Sponsor christine.ackerman@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade CTE, Cybersecurity Team N/A
Destination:	CyberLaunch FL Cybersecurity Competition - state level at University of South Florda, Tampa, FL
Educational Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 4/23/2026 10:00:00 Ends: 4/24/2026 22:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Charter Bus, TBD - this will be paid for by funding through CyberLaunch of FL
Charter Bus Company (if applicable):	TBD - this will be paid for by funding through CyberLaunch of FL
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	16
Cost Per Student and What it Covers:	$20-30 Meals outside of what CyberLaunch covers
Anticipated # of Chaperones:	2
Cost Per Chaperone and What it Covers:	Same as student Meals outside of what CyberLaunch covers
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	N/A all travel costs covered by CyberLaunch of FL
Blanket Request:	No

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Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	*Christine Ackerman* 1/13/2026 6:37:55 Christine Ackerman 1/13/26
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here Wilken 1/20/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here D. Berkin 1/22/26

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☐ CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.

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3/5/26

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Oakleaf High
Staff Requesting:	Willis JAmie, Department Head jamie.willis@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Coffee High School 159 Trojan Way Douglas, Ga. 31533
Educational Value	Team work, Team building,
FLDOE Standards/Benchmarks	Demonstrate competency in many, and proficiency in a few, movement forms from a variety of categories
Field Trip Details: Start/End Date/Time	Starts: 2/6/2026 8:00:00 Ends: 2/7/2026 17:00:00
Overnight:	Yes
Out-Of-State:	Yes
Type of Transportation:	Charter Bus
Charter Bus Company (if applicable):	Annett Bus Lines
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	36
Cost Per Student and What it Covers:	$11.00 competition and Meals
Anticipated # of Chaperones:	4
Cost Per Chaperone and What it Covers:	$0.00 N/A
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	3167
Blanket Request:	Yes

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Schedule for Blanket Requests: (if applicable)	https://drive.google.com/open?id=1yrNVT-zkWVPZbQjdt5hvObPFJePOo6-C
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	Jamie Lee Willis 1/12/2026 13:16:44
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here 1/13/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 1/20/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here 1/22/26

***District Use Only**
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☐ CTE EVENT Event was Pre-Approved at the School Board meeting on (Date) _____.

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COFFEE HIGH SCHOOL NJROTC
159 TROJAN WAY
DOUGLAS, GA 31533
(912) 389-6610

8 Jan 2025

From: Naval Science Instructor, Coffee High School
To: Area 10 Drill Team Championship Qualifiers

Subj: AREA 10 DRILL TEAM CHAMPIONSHIP, 07 FEB 2026

Ref: (a) 2026 Navy Nationals SOP (www.thenationals.net)
(b) Area-10 Sanctioned Drill Meet SOP

Encl: (1) Agreement of Indemnity
(2) Directions to Coffee High School
(3) Pre-mishap plan
(4) Hotel/Food Information
(5) ORM matrix
(6) Entry Fee Form for Coffee High NJROTC
(7) Entry Fee Form for the Area 10 Manager
(8) Push ups/Curl ups
(9) Personnel Inspection Roster
(10) Academics Roster

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1. The Area 10 Drill Team Championship scheduled for 07 Feb 2026 will be hosted by the Coffee High School NJROTC Unit. The meet will take place at Coffee High School. Events will be graded by US Marine Corps, US Navy, US Air Force and US National Guard active duty and reserve personnel.

2. **The entry fee for the Area 10 Drill Team Championship has been set by the Area 10 Manager at $500.00. $200.00 of this fee must be submitted to the Area 10 Manager (made payable to The Hibbard Foundation) and $300.00 must be submitted to Coffee High School NJROTC. The fee submitted to Coffee High School NJROTC will include the cost of meals for 25 cadets. Schools bringing more than 25 cadets to the meet must pay an additional $9.00 per cadet for meals and must lock in this price at least two weeks prior to the meet.** Entry fees are due no later than 02 Jan 2026. If you qualify at the Mandarin meet that will be held on 10 Jan 2026, your entry fee is due no later than 23 Jan 2026.

3. There will be no instructor meeting, as all units should know Nationals rules/procedures. Remember, all participating cadets must stand the Personnel Inspection. No more than 40 cadets may participate in this meet. **ALL CADETS** must have a completed Sports Physical, Standard Release Form, and Agreement of Indemnity to compete in this Area 10 Drill Team Championship. Each SNSI will verify completion of ALL requirements before allowing a cadet to compete.

4. **THIS EVENT WILL BE RUN IN STRICT COMPLIANCE WITH THE NEW NATIONALS LOI. GRADING OF DRILL EVENTS WILL BE IAW REFERENCES (A) AND (B).**

5. UNIFORM REQUIREMENTS:

a. The uniform of the day for cadets will be the Navy Service Uniform. The uniform for Naval Science Instructors will be either the prescribed uniform for the season or NJROTC Unit attire. Grooming standards will be in accordance with Ref (a).

b. Academic Testing: In accordance with reference (a) and (b), we will administer a 100 question test with a 50 minute time limit. The tests will be given in two separate classrooms using Grade Master ACCU SCAN forms. Cadets may wear either Navy Service Uniform or athletic attire (cadets must dress the same). Gear must look sharp and be worn in the same fashion as their uniform. **Any cadet who must leave the exam area prior to the official completion of the event must turn in the exam at that point and the cadet will not be allowed to reenter the testing area.** No Instructors or outside personnel will be allowed in the testing area once the briefing begins. Not abiding by this rule will result in disqualification.

c. Athletic Events: Entrants must wear appropriate athletic attire, this is left to the discretion of the unit; however, no bare midriffs are allowed. All athletic gear will be worn in the same fashion as the uniform. **Shoes must be worn at all times during an event.** Any running or athletic shoe, to include toe shoes, are authorized for all running/athletic events. METAL SPIKES of any kind are prohibited. Ensure your cadets are wearing appropriate running shoes to prevent disqualification.

d. Teams are allowed to remove name tags and ribbons from their uniforms during all Drill Phase Events (Exhibition Drill, Armed Drill, and Color Guard).

6. Locker rooms: A parent volunteer or instructor will accompany any cadets to and from the changing room area. Changing rooms must be kept clean. Instructors must ensure that all of their property is removed so the next school may use changing areas. Locker rooms are located inside the gym.

7. Running Event: The 16x100 relay requires 8 males and 8 females per team. Failure to meet the 8M/8F requirement will result in a team penalty.

8. **PUSH-UPS & CURL-UPS**

Push-Ups: All 16 cadets will execute push-ups at the same time. CHS will provide judges who will count all correct repetitions. Remember, your cadet will be given one warning for correctness. The next infraction will result in the cadet being stopped.

Curl-Ups: All 16 cadets will execute curl-ups at the same time. CHS will provide judges who will count all correct repetitions. **The competing school will provide holders for their cadets' feet.** Remember, your cadet will be given one warning for correctness. The next infraction will result in the cadet being stopped.

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9. PI Questions: PI questions will be chosen from the current Chain of Command, Navy/Marine Rates/Ranks, Orders to Sentry, or Cadet Field Manual (excluding orienteering or survival) as approved by the Area 10 Manager.

10. Ensure that all participating cadets have completed Enclosure (1). This form must be completed and turned into the host school for verification. Cadets will not be allowed to participate in any event if this form is not filled out in its entirety.

11. Bus parking: CHS NJROTC will have cadets at the entrance to Coffee High School directing traffic. Buses and trailers should plan to park in the student parking lot behind the gym. Tents can be in the parking lot by the gym or in the teacher parking lot closes to the NJROTC Building. Please follow the directions from the liaisons to prevent having to move your bus or trailer once it has been parked. Spectators will be allowed to park in the parking lot by the gym or in the parking lot by the NJROTC Building.

12. Lunches will be boxed up and delivered to each school based on the time provide to by SNSI during school registration. Units should use the breaks in the schedule to feed your cadets lunch and snacks so please take a look at the schedule and let us know what best fits your schedule. A hospitality area for visiting **instructors and bus drivers only** will be inside the Coffee High School lunchroom or fieldhouse.

13. Inclement Weather Plan: All events will take place indoors except the 16x100 relay. In the event of inclement weather, the running event will be canceled.

14. For any additional information concerning this drill meet, use the latest version of the Nationals LOI. Any questions not covered by the Nationals LOI, call MSgt Lane at (912) 389-6610 or email: robert.lane@coffee.k12.ga.us.

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//s//
Robert Lane
MSgt, USMC (Retired)

3/5/26 ✓

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Oakleaf High
Staff Requesting:	Jamie Willis, Department Head jamie.willis@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Central High School 14075 Ken Austin Parkway Brooksville Fl. 34613
Educational Value	Team Work/Team building.
FLDOE Standards/Benchmarks	Identify, analyze and evaluate movement concepts, mechanical principles, safety considerations and strategies/tactics regarding movement performance in a variety of physical activities.
Field Trip Details: Start/End Date/Time	Starts: 2/28/2026 8:00:00 Ends: 3/1/2026 16:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	District Vehicle
Charter Bus Company (if applicable):	NA
Legal Name of Approved Drivers (if applicable)	NA
Anticipated # of Students:	4
Cost Per Student and What it Covers:	$40.00 Entry Fee, Meals and Beverages.
Anticipated # of Chaperones:	1
Cost Per Chaperone and What it Covers:	$0.00 NA
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	3167
Blanket Request:	No

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B

Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	*Jamie Lee Willis* 1/13/2026 8:45:15
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here 1/13/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 1/20/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here 1/22/26

***District Use Only**
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DRAFT

NAVAL JUNIOR R. O. T. C. UNIT
CENTRAL HIGH SCHOOL
14075 KEN AUSTIN PARKWAY
BROOKSVILLE, FL 34613
(352) 797-7020 EXT 343

3 December 2025

From: Central High School Navy JROTC
To: All Air Rifle Clubs and Organizations

SUBJ: CHANGE (1) - LETTER OF INSTRUCTION 2026 CMP 3P AIR RIFLE STATE CHAMPIONSHIP

This year, the Love Val Foundation will be presenting a total of $5,000 in scholarships to the top three finishers in both Sporter and Precision classes.

Sanctioned by: Mr. Terry Pitts, CMP Florida Director

Location of Competition: Central High School, 14075 Ken Austin Pkwy, Brooksville, FL 34613

Dates of Competition: Thursday, Friday, and Saturday, February 26-28, 2026. Paperwork and fees due NLT February 13, 2026, however, you may email your registration sheet early to get the relay of your choice.

Sponsored by: Central HS Navy JROTC, 14075 Ken Austin Pkwy, Brooksville, FL 34613 and the Love Val Foundation.

POC: Sr. Chief Franco Colamarco, email: colamarco_f@hcsb.k12.fl.us and/or Colamarco.franco.nsi@navyjrotc.org. PH: 856-516-1526

Event: The course of fire will be 3 X 20 3P in the following order Kneeling, Prone, and Standing. Both Sporter and Precision teams may compete. Individual sporter and precision competitors may compete. All schools are required to submit all changes to your team no later than 1 hour prior to your relay; no changes may be made after the 1-hour deadline. Due to the number of schools and organizations that participated in the past, we are capping the limit to only 2 sporter and 2 precision teams per school, this year. Please bring only your veteran teams; this is a national qualifier.

Note:
(1) ***Teams have relay priority over individual athletes. There will be no individual finals.***
(2) The host school is requesting each school/organization to verify the CMP numbers of your shooters prior to submission. This will limit confusion when submitting results to CMP.
(3) There will be a two-team maximum number and depending on space, we will consider additional teams depending on the number of applicants.
(4) The entry fee will cover a meal and beverage for each team participating. Long sleeve T-shirts may be purchased for an extra charge ($20) each. Please ensure that you specify the size. Deadline to submit the sizes of the shirts will be February 6, to give the vendor enough time to make the shirts available.

DRAFT

Registration: This is a three-day event (Feb 26-28). All registrations for this event must be submitted prior to February 13, 2026. All athletes must have a CMP Competition Number upon registration; also, include the competitor's gender and birthday.

Competition is open to: Open to all high school aged juniors, teams or individuals. All athletes must have CMP Competition numbers. If you need to register your athletes here is a link to a PDF that explains how: http://thecmp.org/wp-content/uploads/CreateACMPNumber.pdf

Rules: The National Standard Three-Position Air Rifle Rules will apply. Be sure to review the changes in the 15th Edition, 2024-2026 rule book. The winning teams and winning individuals will qualify to enter a regional meet. EIC points will also be awarded.

Scholarships: The Love Val Foundation will be presenting scholarships to the top 3 athletes in both Sporter and Precision categories. Please see award format below:

Sporter and Precision Over-all

1st - $1250.00
2nd - $750.00
3rd - $500.00

Awards: The final relay will be followed by an awards ceremony.

- The top three highest scoring sporter teams and precision teams will receive a trophy.
- Each member of the winning teams will also receive a medal.
- First, second and third place shooters overall in both the sporter and precision will receive a CMP State Champion medal.
- The top shooters in "***each position***" will also receive a medal.

Relay Time Schedule: Note: *Teams have relay priority over individual athletes*.

Thursday, February 26, 2026: Relay Times:

Relay	Start Times
1	1530
2	1730

Friday, February 27, 2026: Relay Times:

Relay	Start Times
3	15:30
4	17:30

Saturday, February 28, 2026: Relay Times

Relay	Start Times
5	0800
6	1000
7	1200
8	1400
9	1600

Entry fees: $160 per team, $40 per individual. All fees and the registration form must be received no later than February 13, 2026.

DRAFT

3/5/26

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Oakleaf High
Staff Requesting:	Shanae Mensie, Coach shanae.mensie@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Girls Weightlifting
Destination:	PACE HIGH SCHOOL 4065 NORRIS RD PACE FL 32571 RP FUNDING 701 W Lime St, Lakeland, FL 33815
Educational Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 1/28/2026 10:00:00 Ends: 1/30/2026 10:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Private Vehicle(s), Enterprise
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	Jerard Lanior, Temeka Gross and Shanae Mensie
Anticipated # of Students:	20
Cost Per Student and What it Covers:	0 0
Anticipated # of Chaperones:	yes
Cost Per Chaperone and What it Covers:	0 0
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	GWL
Blanket Request:	Yes

DRAFT

Schedule for Blanket Requests: (if applicable)	https://drive.google.com/open?id=1OjTpDGAGO4dgRDyL3-ukdZ2Ko6_vt_pT
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	*Shanae Mensie* 1/26/2026 8:56:02
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here 1/26/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 1/27/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here D. Davis 1/27/26

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DRAFT

Pace High School
Girls Weightlifting Regional Championship

Where: Pace High School Gym
Date: Thursday, January 29th, 2026

Time: Weigh ins 8-9 AM
Coaches Meeting 11:15 AM
Judges Meeting 11:30 AM
Warm-Ups 11:45 AM
National Anthem 11:55 AM
Meet Starts 12:00 PM

Fee: All expenses will be covered by host school!

Weigh Ins: WEIGHING IN THE DAY OF THE MEET WILL BE FROM 8-9 AM IN THE GYM
EARLY WEIGH-IN OPTION WEDNESDAY NIGHT, JANUARY 28TH, 5-7 PM (BOYS AND GIRLS WEIGHT ROOM LOCATED BY THE FOOTBALL FIELD)
*Teams must weigh-in together at the same time!
*All lifters need to be ready to give openers for all lifts they intend to compete in at weigh-ins!

Awards: Champion and Runner-up Trophy (Traditional and Olympic)
Top 6 Medals In Each Weight Class (Traditional and Olympic)

Parking: All spectators will be asked to park in the front of the school and enter through the main doors of the school. Busses transporting athletes will be asked to park in the back of the school by the football stadium! Please refer to the attached photo of campus and share this image with all those that will be supporting you team!

Specifics: Regional Championship meet setup:
*This setup will hopefully make it clear to each lifter who their competition is at their platform.
Platform 1 – 101/ 154
Platform 2 – 110/ 169
Platform 3 – 119/ 183
Platform 4 – 129/ 199
Platform 5 – 139/ UNL
The state format will be used for this meet; Snatch, Clean/Jerk and Bench. Competitors will be able to compete in Traditional, Olympic or both. Each lifter must make weight within the weight class they desire to compete in for the remainder of the post-season! There will be a concession stand and hospitality room. Doors for this event will open at 11:00 AM. Tickets are $9 (decided by FHSAA) and will be sold on the GoFan app.

DRAFT



FHSAA Girls WEIGHTLIFTING Championship Schedule
RP FUNDING CENTER – JENKINS ARENA
Tuesday, February 10
Class 3A – 5:30-7:00pm Weigh-in

Wednesday, February 11
Class 3A – 9:00am Arrival of athletes
– 10:00 Competition Begins
Class 2A – 5:30-7:00pm Weigh-in

Thursday, February 12
Class 2A – 9:00am Arrival of athletes
– 10:00 Competition Begins
Class 1A – 5:30-7:00pm Weigh-in

Friday, February 13
Class 1A – 9:00am Arrival of athletes
– 10:00am Competition Begins

DRAFT

3/3/26

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Orange Park High
Staff Requesting:	Timothy McAllister, Teacher timothy.mcallister@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade ROTC N/A
Destination:	Cyber Florida State Championship 3751 E. Fowler Ave Tampa, Florida 33612
Educational Value	N/A
FLDOE Standards/Benchmarks	N/A
Field Trip Details: Start/End Date/Time	Starts: 4/23/2026 12:00:00 Ends: 4/24/2026 20:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	State provided bus
Charter Bus Company (if applicable):	N/A
Legal Name of Approved Drivers (if applicable)	N/A
Anticipated # of Students:	8
Cost Per Student and What it Covers:	All Fees and Costs paid for through Cyber FloridaNoine transportation, fees, lodging and meals
Anticipated # of Chaperones:	3
Cost Per Chaperone and What it Covers:	All Fees and Costs paid for through Cyber Florida transportation, fees, lodging and meals
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	N/A
Blanket Request:	No

DRAFT

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Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	Timothy McAllister 1/28/2026 11:45:12
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here 2/1/24
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 2/6/24
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here D. Blum 2/6/26

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3/5/26

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Orange Park High
Staff Requesting:	Tyler DeHart, Coach tyler.dehart@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Girls Wrestling
Destination:	Regionals: A. Crawford Mosley High School, 501 Mosely Dr., Lynn Haven, FL, 32444 States: Silver Spurs Arena, 1875 Silver Spur Ln., Kissimmee, FL, 34744
Educational Value	n/a
FLDOE Standards/Benchmarks	n/a
Field Trip Details: Start/End Date/Time	Starts: 2/20/2026 7:00:00 Ends: 2/21/2026 20:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Private Vehicle(s)
Charter Bus Company (if applicable):	n/a
Legal Name of Approved Drivers (if applicable)	Tyler DeHart
Anticipated # of Students:	3
Cost Per Student and What it Covers:	0 n/a
Anticipated # of Chaperones:	1
Cost Per Chaperone and What it Covers:	0 n/a
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	Internal Accounts - 11250
Blanket Request:	Yes

Qualified

to CO 2-10-26

DRAFT

Schedule for Blanket Requests: (if applicable)	https://drive.google.com/open?id=1JBR43RxCCjj8wAid52NmJkQ3roBtN9A455PU8MPlzCc
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	*Tyler DeHart* 2/9/2026 12:33:07
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here 2/10/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 2/10/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here 2/11/26

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RAIDER WRESTLING

GIRLS

Date	Event	Location	Time
11/10/2025	First Day Of Practice	OPHS	2:00 PM
12/5/2025	Girls Knight Challenge (Round Robin)	Creekside HS	Weigh Ins: 5:00 PM Wrestle: 5:30 PM
12/13/2025	Own The Ocean	Ponte Vedra	Weigh Ins: 8:00 AM Wrestle: 10 AM
1/3/2026	Clay Rotary (IBT)	Clay HS	Weigh Ins: 7:30AM
1/14/2026	Oakleaf Dual	Oakleaf HS	TBD
1/17/2026	Lady Longhorn Lights Out (IBT)	Harmony HS	Weigh Ins: 9:00AM
1/21/2026	Ridgeview Dual (Senior Night)	Orange Park HS	Weigh Ins: 5:00 Wrestle: 6:30
1/23/2026	Ladies Knight Out (Round Robin)	Oakleaf HS	Weigh Ins: 2:30 PM Wrestle: 3:30 PM
2/13/2026	District IBT	Middleburg HS	Weigh Ins: 11 AM Wrestle: Noon
2/21/2026	Regional IBT	Mosely HS	TBD
3/5-3/7/2026	State IBT	Silver Spurs Arena	TBD

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Coaches

Tyler DeHart (Head Coach)

Tara Holton (Assistant)
Ethan Jones (Assistant)
Chad Parker (Assistant)
Rey Hernandez (Assistant)
Justin Daniels (Assistant)
Coby Hayslett (Assistant)

DRAFT

Clay County District Schools
Field Trip Request Form

3/5/26

School Requesting:	*HS* Orange Park High
Staff Requesting:	Tyler DeHart, Coach tyler.dehart@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade Athletics Boys Wrestling
Destination:	Regionals: Chiles High School, 7200 Lawton Chiles Ln., Tallahassee, FL, 32312 States: Silver Spurs Arena, 1875 Silver Spur Ln., Kissimmee, FL, 34744
Educational Value	n/a
FLDOE Standards/Benchmarks	n/a
Field Trip Details: Start/End Date/Time	Starts: 2/27/2026 8:00:00 Ends: 2/28/2026 20:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Private Vehicle(s)
Charter Bus Company (if applicable):	n/a
Legal Name of Approved Drivers (if applicable)	Tyler DeHart
Anticipated # of Students:	5
Cost Per Student and What it Covers:	0 n/a
Anticipated # of Chaperones:	1
Cost Per Chaperone and What it Covers:	0 n/a
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	Internal Account - 11260
Blanket Request:	Yes

qualified

40
400
2.10.26

99

DRAFT

Schedule for Blanket Requests: (if applicable)	https://drive.google.com/open?id=1h1GPJuCKucnw4CwlPrH1seezNJKKIgbF-F5-EeO_dKg
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	*Tyler DeHart* 2/9/2026 12:37:35
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here 2/10/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 2/10/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here 2/11/26

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RAIDER WRESTLING

BOYS

Date	Event	Location	Time
11/10/2025	First Day Of Practice	OPHS	2:00 PM
12/3/2025	SJCD Dual	St. Johns Country Day	6:30 PM
12/5/2025	Friday Knight Lights (Duals)	Oakleaf HS	3:30 PM
12/13/2025	Deltona Round Robin (Duals)	Deltona HS	TBD
12/20/2025	Hammer Invitational (IBT)	Oakleaf HS	TBD
1/2-1/3/2026	Clay Rotary (IBT)	Clay HS	Weigh Ins: 10AM | 7:30AM
1/7/2026	District Duals	Clay HS	Weigh Ins: Noon Wrestle: 1:30
1/14/2026	Oakleaf Dual	Oakleaf HS	TBD
1/15/2026	Regional Duals (II Qualified)	Winner Of District	TBD
1/17/2026	Trojan Invitational (Duals)	Lincoln HS	TBD
1/21/2026	Ridgeview Dual (Senior Night)	Orange Park HS	Weigh Ins: 5:00 Wrestle: 6:30
1/24/2026	Panther Prowl (IBT)	Ridgeview HS	TBD
1/30-1/31/2026	Flagler Rotary (IBT)	Flagler HS	TBD
2/11/2026	Fleming Island Dual	Fleming Island HS	TBD
2/18/2026	District IBT	Clay HS	Weigh In: Noon Wrestle: 1:30

DRAFT

2/27-2/28/2026	Regional IBT	Chiles HS (Tallahassee)	TBD
3/5-3/7/2026	State IBT	Silver Spurs Arena	TBD

Coaches

Tyler DeHart (Head Coach)
Ethan Jones (Assistant)
Chad Parker (Assistant)
Rey Hernandez (Assistant)
Justin Daniels (Assistant)
Coby Hayslett (Assistant)

DRAFT

3/5/26

Clay County District Schools
Field Trip Request Form

School Requesting:	*HS* Ridgeview High
Staff Requesting:	Amanda Colon, Teacher amanda.colon@myoneclay.net
Grade Level and Subject/Program:	Multi-Grade CTE, Before/After School Club n/a
Destination:	HOSA State Conference at Orlando World Marriott 8701 World Center Dr, Orlando, FL 32821
Educational Value	Students will compete in their respective Health Science categories.
FLDOE Standards/Benchmarks	Students will compete in their respective Health Science categories.
Field Trip Details: Start/End Date/Time	Starts: 4/16/2026 8:00:00 Ends: 4/19/2026 10:00:00
Overnight:	Yes
Out-Of-State:	No
Type of Transportation:	Charter Bus
Charter Bus Company (if applicable):	CTE will cover for all county HOSA schools
Legal Name of Approved Drivers (if applicable)	n/a
Anticipated # of Students:	4
Cost Per Student and What it Covers:	$100 hotel, HOSA conference fees
Anticipated # of Chaperones:	1
Cost Per Chaperone and What it Covers:	$0 hotel, HOSA conference fees
Volunteer Policy Awareness:	I am aware of this School Board Policy and will verify that all chaperones have the appropriate volunteer clearance.
Budget Code/Course to Be Charged:	HOSA 4030
Blanket Request:	No

DRAFT

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Schedule for Blanket Requests: (if applicable)	
I have reviewed the CCDS Field Trip Handbook and will abide by all guidance listed in the document, as well as all District and school policies.	Yes
Teacher Signature and Date	Amanda Colon 2/4/2026 7:35:28
Principal Signature and Date	Principal Signs Here Principal Inserts Date Here 2/4/26
Assistant Superintendent Signature and Date	Assistant Superintendent Signs Here Assistant Superintendent Inserts Date Here 2/10/26
Superintendent Signature and Date	Superintendent Signs Here Superintendent Inserts Date Here 2/11/26

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March 5, 2026 - Regular School Board Meeting

Title

C8 - Proposed Florida Youth Challenge Academy Student/Employee Calendar for 2026-2027 School Year

Description

Florida Youth Challenge Academy developed an employee and student calendar for the 2026-2027 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 2026-2027 school year.

Contact

Treasure Pickett, Chief of Secondary Ed., treasure.pickett@myoneclay.net

Financial Impact

None

Review Comments

Attachments

FLYCA 2026-2027 Calendar rev.pdf

DRAFT

School Board of Clay County
Florida Youth Challenge Academy
Student/Employee Work Calendar
2026-2027

Tuesday, July 28, 2026	First Day for Teachers (Planning)
Monday, August 6, 2026	First Day of Class for Students
Monday, September 7, 2026	Labor Day (Students/Teacher Holiday)
Wednesday, September 23, 2026	Teacher Planning Day
Thursday & Friday, September 24 & 25, 2026	Student/Teacher Holiday
Saturday, September 26, 2026	Family Day
Wednesday, November 11, 2026	Veteran's Day (Student/Teacher Holiday)
Wednesday, November 25, 2026	Student/Teacher Holiday
Thursday & Friday, November 26 & 27, 2026	Thanksgiving (Student/Teacher Holiday)
Tuesday, December 8, 2026	Awards Ceremony
Wednesday, December 9, 2026	Last Day for Students
Tuesday, December 15, 2026	Graduation Day / Last Day for Teachers
Monday, January 25, 2027	First Day for Teachers (Planning)
Monday, February 1, 2027	First Day of Class for Students
Monday, February 15, 2027	President's (Students/Teacher Holiday)
Wednesday, March 3, 2027	Teacher Planning Day
Thursday & Friday, March 4 & 5, 2027	Student/Teacher Holiday
Saturday, March 6, 2027	Family Day
Thursday & Friday, March 25 & 26, 2027	Student/Teacher Holiday
Monday, March 29, 2027	Teacher Planning Day
Monday, May 31, 2027	Memorial Day (Student/Teacher Holiday)
Tuesday, June 8, 2027	Awards Ceremony
Wednesday, June 9, 2027	Last Day for Students
Tuesday, June 15, 2027	Graduation Day / Last Day for Teachers

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C9 - Proclamation of School Social Work Week for March 2-8 to recognize the importance and contribution of School Social Workers to the academic success of students.

Description

Proclamation of School Social Work Week for March 2-6 to recognize the importance and contribution of School Social Workers to the academic success of students.

Gap Analysis

Recognizes the contributions of school social workers in supporting the academic success of our students.

Previous Outcomes

The citizens of Clay County recognized and appreciated the contributions of school social workers.

Expected Outcomes

The citizens of Clay County will recognize and further support the work of school social workers and their provision of services that assist students and families in overcoming barriers to academic success.

Strategic Plan Goal

N/A

Recommendation

N/A

Contact

Melissa Moree, melissa.moree@myoneclay.net, 904-336-6879; Kellie Guilfoyle, 904-336-6513

Financial Impact

N/A

Review Comments

Attachments

- 2026-school-social-work-week-proclamation_1.pdf

DRAFT

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

PROCLAMATION # 26-13

WHEREAS, *the importance of school social work through the inclusion of school social work programs and services has been recognized in the Elementary and Secondary Education Act of 1965 (20 U.S.C. 6301 et seq.) and the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.);* and

WHEREAS, *school social workers in Clay County are especially skilled in identifying and providing services to students who face serious challenges to school success, including poverty, disability, discrimination, abuse, addiction, bullying, loss of a loved one, and other barriers to learning;* and

WHEREAS, *school social workers are needed more now than at any time in recent memory, as more students are struggling with mental and behavioral health disorders, with nearly 1 in 6 children from 2 to 8 years old (17.4 percent) having a diagnosed mental, behavioral, or developmental disorder;* and

WHEREAS, *individuals who wish to access community mental health services often find such services unavailable, inaccessible, or inadequate;* and

WHEREAS, *school social workers maintain knowledge of school culture and school climate which are necessary for responsible school safety planning;* and

WHEREAS, *school social workers serve as vital members of a school's education team, playing a central role in creating partnerships between the home, school, and community to ensure student academic success;* and

NOW, THEREFORE, BE IT RESOLVED, *that the School Board of Clay County, Florida, does hereby recognize the vital role school social workers play in the lives of students, and extend greetings and best wishes to all observing March 2-6, 2026 as School Social Work Week.*

Duly adopted **and approved by the School Board of Clay County, Florida, this 5th day of March, 2026.**

ATTEST:

_____

David S. Broskie
Superintendent of Schools
Clay County, Florida

_____

Erin Skipper, School Board Chair

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C10 - Proposed Allocation Changes for 2025-2026

Description

Staff allocation documents clarify how each school, district department and division is staffed for the 2025-2026 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

The district ensures fiscal responsibility and equitable distribution of resources.

Recommendation

Approve staff allocation plan as submitted.

Contact

Ms. Dawn Posey, CPA, Assistant Superintendent for Business Affairs, (904) 336-6721, dawn.posey@myoneclay.net

Financial Impact

Reflected in attachment.

Review Comments

Attachments

- 03.05.26 - 25-26 Allocation Summary.pdf

DRAFT

School	Add	Delete	Allocation	Comment	Salary	Benefits	Total Cost
			2025-2026 ACTIONS				
			General Funds				
WES - 0491		(1.0)	Teacher, VE Self-Contained LI	To meet needs at school.	($51,940)	($18,236)	($70,176)
WES - 0491	1.0		Teacher, Self-Contained IND/ASD	To meet needs at school.	$51,940	$18,236	$70,176
Climate & Culture - 9004		(1.0)	School Psychologist 11 mo.	Align job duties with appropriate role funded by corresponding project.	($51,000)	($17,906)	($68,906)
Climate & Culture - 9004	1.0		Mental Health Clinician 11 mo.	Align job duties with appropriate role funded by corresponding project.	$48,900	$17,169	$66,069
BAD - 9050		(1.0)	Coordinator of Accounting	Fill vacant positions to the actual needs of the department through restructuring.	($78,314)	($27,496)	($105,810)
BAD - 9040		(1.0)	Data Services Assistant	Fill vacant positions to the actual needs of the department through restructuring.	($59,124)	($20,758)	($79,882)
BAD - 9050	2.0		Accountant I	Fill vacant positions to the actual needs of the department through restructuring.	$111,125	$39,016	$150,141
BAD - 9050		(1.0)	Coordinator of Purchasing/Accounts Payable	Fill vacant positions to the actual needs of the department through restructuring.	($74,375)	($26,113)	($100,488)
BAD - 9050	1.0		Coordinator of Budget	Fill vacant positions to the actual needs of the department through restructuring.	$55,562	$19,508	$75,070
BAD - 9040		(1.0)	ITS Supervisor	Fill vacant positions to the actual needs of the department through restructuring.	($96,359)	($33,832)	($130,191)
BAD - 9050	1.0		Supervisor of Accounting	Fill vacant positions to the actual needs of the department through restructuring.	$82,250	$28,878	$111,128
BAD - 9050		(1.0)	Supervisor of Budget	Restructuring to improve operational efficency, strengthen internal controls, align staffing and responsibilities with best practices in governmental accounting.	($88,375)	($31,028)	($119,403)
BAD - 9050	1.0		Director of Budget	Restructuring to improve operational efficency, strengthen internal controls, align staffing and responsibilities with best practices in governmental accounting.	$98,000	$34,408	$132,408
					($51,710)	**($18,155)**	**($69,865)**

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March 5, 2026 - Regular School Board Meeting

Title

C11 - Monthly Financial Reports January 2026

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 January 31, 2026.

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 is normal past 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: Strategy 2: 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. Promote fiscal transparency and communication.

Recommendation

That the Clay County School Board accept for use and consideration the Superintendent's Monthly Financial Reports for January 31, 2026.

Contact

Dawn Posey, Assistant Superintendent of Business Affairs, (904) 336-6721, dawn.posey@myoneclay.net

Financial Impact

The Monthly Financial Reports reflect the year-to-date results of operations.

Review Comments

Attachments

Financial Report Jan-2026.pdf

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CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF REVENUE
07/01/2025 thru 01/31/2026

		Acct#	Adopted Budget	Amended Budget	Actual	% Collected
Federal Direct	Federal Impact Aid	3121	550,000.00	550,000.00	41,453.00	7.54%
	R O T C	3191	500,000.00	531,235.59	177,263.28	33.37%
Federal Direct - Total			**1,050,000.00**	**1,081,235.59**	**218,716.28**	**20.23%**
Fed through Local and State	Federal Through Local Revenue	3280	0.00	219,333.60	108,266.13	49.36%
	Medicaid	3202	2,000,000.00	2,000,000.00	862,017.02	43.10%
	Other Federal Thru State	3290	0.00	4,933.13	4,933.13	100.00%
Fed through Local and State - Total			**2,000,000.00**	**2,224,266.73**	**975,216.28**	**43.84%**
Rev from State Sources	Class Size Reduction	3355	36,766,787.00	36,766,787.00	21,447,293.00	58.33%
	CO&DS Withheld/Admin Expense	3323	24,000.00	24,000.00	0.00	0.00%
	Florida Educ Finance Program	3310	227,520,714.00	227,520,714.00	133,403,741.00	58.63%
	Miscellaneous State Revenue	3390	1,814,592.00	1,893,005.97	1,042,469.17	55.07%
	Other Misc State Revenue	3399	0.00	108,599.45	67,827.45	62.46%
	School Recognition	3361	0.00	0.00	1,834,847.00	0.00%
	State License Tax	3343	35,000.00	35,000.00	28,063.51	80.18%
	Voluntary Pre-K	3370	85,000.00	85,000.00	50,110.54	58.95%
		3371	475,000.00	475,000.00	238,099.46	50.13%
	Workforce Dev CAP Grant	3316	3,956,156.25	3,956,156.25	2,285,408.75	57.77%
	Workforce Development	3315	1,154,458.00	1,208,916.00	673,428.00	55.71%
	Workforce Performance Incentiv	3317	10,000.00	10,000.00	1,603.00	16.03%
Rev from State Sources - Total			**271,841,707.25**	**272,083,178.67**	**161,072,890.88**	**59.20%**
Rev from Local Sources	Bus Fees Except for Schools	3491	0.00	0.00	242,390.27	0.00%
	District School Taxes	3411	79,363,106.00	79,363,106.00	67,704,451.72	85.31%
	Receipt Of Food Serv Ind Cost	3499	300,000.00	300,000.00	0.00	0.00%
	Adult Gen Educ Course Fee-GED	3461	30,000.00	51,720.00	24,480.00	47.33%
	Gifts Grants & Bequests	3440	100,000.00	155,592.00	87,452.04	56.21%
	Interest Incl Profit On Inves	3430	2,000,000.00	2,000,000.00	1,572,579.32	78.63%
	Lost Damaged &Sale Of Textbook	3498	1,000.00	1,000.00	-648.93	-64.89%
	Miscellaneous Local Sources	3490	3,103,146.76	0.00	0.00	0.00%
	Other Schl Class Fees	3479	30,000.00	30,000.00	45,784.36	152.61%
	Other Student Fees	3469	19,685.75	24,087.88	12,644.13	52.49%
	Other Misc Local Sources	3495	500,000.00	3,917,767.19	2,846,176.01	72.65%
	Other Operating Revenue	3489	0.00	0.00	356.45	0.00%
	Preschool Program Fees	3471	500,000.00	500,000.00	268,145.73	53.63%
	Receipt Of Fed Indirect Cost	3494	590,000.00	590,000.00	251,636.86	42.65%
	Refund Of Prior Year's Expense	3497	100,000.00	100,000.00	-266,556.17	-266.56%
	Rent	3425	500,000.00	500,000.00	346,499.32	69.30%
	Tax Redemptions	3421	1,000,000.00	1,000,000.00	12,736.63	1.27%
	Transportation Services	3492	2,271.85	37,062.38	52,266.05	141.02%
Rev from Local Sources - Total			**88,139,210.36**	**88,570,335.45**	**73,200,393.79**	**82.65%**
Transfers	Interfund Transfer	3650	2,000,000.00	2,000,000.00	0.00	0.00%
	Transfer From Capital Projects	3630	10,769,980.00	12,138,753.00	571,510.00	4.71%
Transfers - Total			**12,769,980.00**	**14,138,753.00**	**571,510.00**	**4.04%**
Other Financing Sources	Addtnl Mill Contribution	3732	0.00	0.00	0.00	0.00%
	Insurance Loss Recoveries	3740	5,000.00	5,000.00	0.00	0.00%
	Sale Of Equipment	3733	50,000.00	50,000.00	119,681.74	239.36%
Other Financing Sources - Total			**55,000.00**	**55,000.00**	**119,681.74**	**217.60%**
Total Revenue and Transfers			**375,855,897.61**	**378,152,769.44**	**236,158,408.97**	**62.45%**

		Acct#	Adopted Budget	Amended Budget	Actual	
Fund Balance	July 1,2025		20,069,155.42	20,069,155.42	20,069,155.42	
GRAND TOTAL			**395,925,053.03**	**398,221,924.86**	**256,227,564.39**	

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CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2025 thru 01/31/2026

	Acct#	Adopted Budget	Amended Budget	Salaries	Emp Benefits	Pur Services	Eng Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% OF Budget
Basic FEFP K-12	5100	171,036,610.88	172,609,042.20	46,959,938.65	16,729,854.47	15,328,181.44	760.11	5,793,104.13	335,079.89	547,808.63	85,694,727.32	49.65%
Exceptional	5200	55,492,722.30	55,504,879.93	19,212,785.28	7,047,292.33	1,544,810.32	1,203.42	119,844.55	23,476.70	78.52	27,949,491.12	50.36%
Applied Technology	5300	13,077,420.54	13,107,955.93	2,955,200.49	1,072,318.25	1,228,681.83	3,182.63	235,720.17	337,410.33	24,207.04	5,856,720.74	44.68%
Adult General	5400	1,582,791.95	1,597,968.41	184,893.94	49,473.53	39,689.75	0.00	13,829.64	6,806.43	36,590.80	331,284.09	20.73%
Pre K	5500	1,392,064.11	1,399,367.16	542,627.45	223,765.24	34,820.56	0.00	8,024.87	0.00	0.00	809,238.12	57.83%
Other Instruction	5900	202,957.04	271,939.36	499,442.99	88,407.27	19,205.95	0.00	44,303.57	37,792.81	53,998.65	743,151.24	273.28%
Total Expenses - 5000 - 5999		**242,784,566.82**	**244,491,152.99**	**70,354,888.80**	**25,211,111.09**	**18,195,389.85**	**5,146.16**	**6,214,826.93**	**740,566.16**	**662,683.64**	**121,384,612.63**	**49.65%**

	Acct#	Adopted Budget	Amended Budget	Salaries	Emp Benefits	Pur Services	Eng Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% OF Budget
Pupil Personnel Services	6100	24,360,847.34	24,100,066.55	7,293,426.58	2,472,357.87	341,082.49	1,917.40	59,671.72	22,068.15	33,176.67	10,223,700.88	42.42%
Instructional Media	6200	4,226,862.12	4,248,818.44	1,366,774.00	521,108.70	160,935.53	0.00	19,186.07	70,911.93	561.00	2,139,477.23	50.35%
Inst & Curric Dev Services	6300	5,777,996.55	5,961,475.44	2,397,042.44	824,976.19	18,624.77	458.27	4,072.94	3,612.55	320.00	3,249,107.16	54.50%
Inst Staff Training Services	6400	3,722,899.90	3,849,102.51	1,047,764.04	321,898.47	161,760.86	0.00	1,984.06	0.00	38,046.95	1,571,454.38	40.83%
Instruction Related Technology	6500	6,799,711.50	6,799,711.50	1,342,321.49	462,014.72	2,452,988.97	0.00	15,885.58	38,692.04	870.00	4,312,772.80	63.43%
Board	7100	2,592,580.80	2,592,580.80	166,588.08	98,986.32	2,343,439.68	0.00	598.72	0.00	23,765.00	2,633,377.80	101.57%
General Administration	7200	628,784.24	629,784.24	213,160.81	110,090.94	8,375.87	242.65	1,779.39	0.00	26,199.57	359,849.23	57.14%
School Administration	7300	18,469,998.64	18,543,053.23	8,215,605.17	2,678,178.81	35,448.59	0.00	63,853.92	33,955.94	13,630.04	11,040,672.47	59.54%
Facilities Aquisition & Const	7400	5,733,550.00	7,163,122.74	660,605.53	208,034.89	482,890.14	3,856.89	2,380.11	761,420.79	685,519.43	2,804,707.78	39.15%
Fiscal Services	7500	2,284,740.92	2,281,264.92	729,072.11	241,721.55	23,458.37	0.00	9,005.82	0.00	19,003.14	1,022,260.99	44.81%
Food Services	7600	107,319.00	107,502.11	101,874.81	12,218.85	0.00	0.00	0.00	0.00	0.00	114,093.66	106.13%
Central Services	7700	4,392,568.00	4,416,608.08	1,436,117.59	473,771.66	231,366.81	1,737.72	30,377.69	13,877.05	19,105.37	2,206,353.89	49.96%
Pupil Transportation Services	7800	16,425,218.00	17,060,213.61	6,068,807.38	1,945,155.78	379,045.29	814,264.70	551,140.07	93,328.65	(1,170.46)	9,850,571.41	57.74%
Operation Of Plant	7900	24,268,133.00	24,665,533.10	4,467,220.84	1,665,626.75	3,308,314.24	3,438,810.87	413,558.13	146,333.25	80.84	13,439,944.92	54.49%
Maintenance Of Plant	8100	9,851,420.00	9,849,219.83	2,203,391.01	791,918.04	1,348,853.52	79,160.53	629,697.35	70,720.39	6,629.84	5,130,370.68	52.09%
Administrative Technology Svcs	8200	1,635,875.73	1,635,875.73	745,951.04	232,119.89	4,022.26	5,737.54	6,445.55	0.00	336.60	994,612.88	60.80%
Community Services	9100	316,161.51	366,305.86	123,117.45	47,724.07	7,333.75	0.00	18,564.94	327.85	10,094.00	207,162.06	56.55%
Total Expenses - 6000-9999		**131,594,667.25**	**134,270,238.69**	**38,578,840.37**	**13,107,903.50**	**11,307,941.14**	**4,346,186.57**	**1,828,202.06**	**1,255,248.59**	**876,167.99**	**71,300,490.22**	**53.10%**
Total Expenses :		**374,379,234.07**	**378,761,391.68**	**108,933,729.17**	**38,319,014.59**	**29,503,330.99**	**4,351,332.73**	**8,043,028.99**	**1,995,814.75**	**1,538,851.63**	**192,685,102.85**	**50.87%**
Total Other Financing		**875,738.96**	**875,738.96**									

BeginningFund Balance	7/1/2025	20,069,155.42	20,069,155.42	20,069,155.42
Fund Balance Contribution	6/30/2026	600,924.58	(1,484,361.20)	43,473,306.12
Projected Ending Fund Balance	6/30/2026	**20,670,080.00**	**18,584,794.22**	**63,542,461.54**

Grand Total	**395,925,053.03**	**398,221,924.86**	

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CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF REVENUE
07/01/2025 thru 01/31/2026

		Acct#	Adopted Budget	Amended Budget	Actual	% Collected
Local Sources	District School Taxes	3411	21,040,061.00	21,040,061.00	17,590,233.21	83.60%
	Tax Redemptions	3421	0.00	0.00	710.97	0.00%
Local Sources - Total			**21,040,061.00**	**21,040,061.00**	**17,590,944.18**	
Fund Balance	Fund Balance	2750	13,210,799.00	13,210,798.69	13,210,798.69	
Fund Balance - Total			**13,210,799.00**	**13,210,798.69**	**13,210,798.69**	
Grand Total			**34,250,860.00**	**34,250,859.69**	**30,801,742.87**	**89.93%**

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CLAY COUNTY SCHOOL BOARD
GENERAL FUNDS - Additional Millage Fund
STATEMENT OF EXPENDITURES AND TRANSFERS
07/01/2025 thru 01/31/2026

	Acct#	Adopted Budget	Amended Budget	Salaries	Emp Benefits	Pur Services	Eng Services	Mat Supplies	Cap Outlay	Other Trns	Totals	% OF Budget
Facilities Aquisition & Const	7400	7,297,235.90	7,297,235.90	0.00	0.00	0.00	0.00	0.00	3,395,640.88	517,140.70	3,912,781.58	53.62%
Central Services	7700	12,000.00	12,000.00	0.00	0.00	787.94	0.00	0.00	0.00	0.00	787.94	6.57%
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	10,441,377.61	10,441,377.61	1,147,632.39	381,702.16	5,318,708.99	6,976.20	11,208.62	10,614.23	4,449.62	6,881,292.21	65.90%
Maintenance Of Plant	8100	220,933.86	220,933.86	91,455.33	36,104.93	0.00	0.00	0.00	0.00	0.00	127,560.26	57.74%
Transfer Of Funds	9700	2,000,000.00	2,000,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Total Expenses		**20,081,283.97**	**20,081,283.97**	**1,239,087.72**	**417,807.09**	**5,319,496.93**	**6,976.20**	**11,208.62**	**3,406,255.11**	**521,590.32**	**10,922,421.99**	**54.39%**
Beginning Fund Balance	7/1/2025	13,210,798.76	13,210,798.76								13,210,798.69	
Fund Balance Contribution	6/30/2026	958,777.00	958,777.00								6,668,522.19	
Projected Ending Fund Balan	6/30/2026	**14,169,575.76**	**14,169,575.76**								**19,879,320.88**	
Grand Total		**34,250,859.73**	**34,250,859.73**									

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CLAY COUNTY SCHOOL BOARD
DEBT SERVICE FUND
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2025 thru 01/31/2026

Revenues and Transfers

Local Sources

	Acct#	Adopted Budget	Amended Budget	Actual	% Collected
Interest Incl Profit On Inves	3430	1,000.00	1,000.00	13,108.71	1,310.87%
Total Interest Incl Profit On Inves		**1,000.00**	**1,000.00**	**13,108.71**	**1,310.87%**

State Sources

Racing Commission Funds	3341	225,575.00	225,575.00	55,812.50	24.74%
Total Racing Commission Funds		**225,575.00**	**225,575.00**	**55,812.50**	**24.74%**

Transfers

Transfer From Capital Projects	3630	6,222,559.42	6,222,559.42	1,615,559.42	25.96%
Total Transfer From Capital Projects		**6,222,559.42**	**6,222,559.42**	**1,615,559.42**	**25.96%**
Total REVENUE AND TRANSFERS		**6,449,134.42**	**6,449,134.42**	**1,684,480.63**	**26.12%**
Total FUND BALANCE July 1, 2025		**436,731.64**	**436,731.64**	**436,731.64**	
GRAND TOTAL		**6,885,866.06**	**6,885,866.06**	**2,121,212.27**	

EXPENDITURES

Debt Service

	Acct#	Adopted Budget	Amended Budget	Actual	% Expended
Redempt Of Prnc	710	4,068,330.71	4,068,330.71	1,588,330.71	39.04%
Interest	720	2,365,803.71	2,365,803.71	1,196,516.21	50.58%
Dues And Fees	730	5,000.00	5,000.00	3,000.00	60.00%
Total Debt Service		**6,439,134.42**	**6,439,134.42**	**2,787,846.92**	**43.30%**
Total EXPENDITURES		**6,439,134.42**	**6,439,134.42**	**2,787,846.92**	**43.30%**

Fund Balance

	Acct#	Adopted	Amended Budget	Actual
Fund Balance, July 1, 2025	7/1/2025	436,731.64	436,731.64	436,731.64
Fund Balance Contribution	6/30/2026	10,000.00	10,000.00	(1,103,366.29)
Projected Ending Fund Balance	6/30/2026	446,731.64	446,731.64	(666,634.65)
GRAND TOTAL		**6,885,866.06**	**6,885,866.06**	

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CLAY COUNTY SCHOOL BOARD
CAPITAL IMPROVEMENTS FUNDS
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2025 thru 01/31/2026

REVENUE AND TRANSFERS

State Sources

	Acct #	Adopted Budget	Amended Budget	Actual	% Collected
CO & DS Distributd To District	3321	1,600,000.00	1,600,000.00	0.00	0.00%
Interest On Undistrib CO & DS	3325	46,500.00	46,500.00	0.00	0.00%
Miscellaneous State Revenue	3390	0.00	0.00	404,677.34	0.00%
Charter Sch Capital Ou Revenue	3397	0.00	1,368,773.00	799,498.00	58.41%
Total State Sources		**1,646,500.00**	**3,015,273.00**	**1,204,175.34**	**39.94%**

Local Sources

	Acct #	Adopted Budget	Amended Budget	Actual	% Collected
District Local Cap Improv Taxs	3413	31,560,212.00	31,560,212.00	26,923,827.76	85.31%
Local Sales Taxes	3418	20,000,000.00	20,000,000.00	8,724,552.15	43.62%
Tax Redemptions	3421	0.00	0.00	3,942.89	0.00%
Interest Incl Profit On Inves	3430	675,000.00	688,000.00	623,155.80	90.57%
Miscellaneous Local Sources	3490	0.00	0.00	0.00	0.00%
Other Misc Local Sources	3495	0.00	0.00	576,211.95	0.00%
Impact Fees	3496	9,500,000.00	9,500,000.00	8,369,601.73	88.10%
Total Local Sources		**61,735,212.00**	**61,748,212.00**	**45,221,292.28**	**73.23%**
Total REVENUE AND TRANSFERS		**63,381,712.00**	**64,763,485.00**	**46,425,467.62**	**71.68%**
Total Fund Balance July 1, 2025		**58,518,315.76**	**58,518,315.76**	**58,518,315.76**	
GRAND TOTAL		**121,900,027.76**	**123,281,800.76**	**104,943,783.38**	**85.13%**

EXPENDITURES

	Acct #	Adopted Budget	Amended Budget	Actual	% Expended
Redemption Of Principal	710	0.00	0.00	112,320.00	0.00%
Interest	720	766.74	766.74	0.00	0.00%
Dues And Fees	730	0.00	0.00	0.00	0.00%
Total Debt Service		**766.74**	**766.74**	**112,320.00**	**14649.03%**

	Acct #	Adopted Budget	Amended Budget	Actual	% Expended
Buildings & Fixed Equipment	630	31,320,020.59	32,033,957.07	9,756,836.26	30.46%
Direct Purchases, Buildings	631	3,945,601.67	2,986,665.24	1,114,181.00	37.31%
Equipment $1000 & Over	641	565,274.42	546,794.02	418,494.05	76.54%
Equipment Less Than $1000	642	1,118,600.56	1,118,600.56	913,100.56	81.63%
Comp Hdw $1000 & Over	643	88,493.44	88,493.44	88,493.44	100.00%
Comp Hdw < $1000	644	231,057.47	231,057.47	231,057.47	100.00%
Tech Rel Fix/Equip > $1000	648	200,000.00	200,000.00	0.00	0.00%
Tech Rel FFE < $1000	649	250,781.53	250,781.53	781.53	0.31%
School Buses	651	6,976,612.93	7,166,510.42	5,200,472.35	72.57%
Land	660	1,000.00	1,000.00	0.00	0.00%
Cap Imp Other than Bldgs	671	4,626,190.53	4,792,747.53	762,532.91	15.91%
Non-Capitalized Improvement	672	3,793,001.40	3,575,867.87	1,336,537.13	37.38%
Direct Purchase Capitalized	673	1,964,056.77	1,603,121.37	46,251.00	2.89%
Capitalized Remodeling	681	24,063,601.72	21,393,219.46	6,449,746.64	30.15%
Non-Cap Remodeling/Renovations	682	15,575,968.75	14,168,441.71	6,065,763.73	42.81%
Direct Purch-Capitlizd Remodel	683	4,707,193.65	4,477,131.25	693,857.32	15.50%
Dir Purch-Non-Cap Remodel	684	715,901.27	710,274.77	349,518.86	49.21%
Software $1000 & Over	691	312,520.00	312,520.00	289,391.06	92.60%
CHARTER LCIF	793	1,005,953.36	1,005,953.36	0.00	0.00%
CHARTER Capital SALES TAX	795	1,140,000.00	1,140,000.00	461,258.28	40.46%
Total General Support Srvc		**102,601,830.06**	**97,803,137.07**	**34,178,273.59**	**34.95%**

Transfer Of Funds

	Acct #	Adopted Budget	Amended Budget	Actual	% Expended
Transfer To General Fund	910	10,769,980.23	12,138,753.23	571,510.00	4.71%
Transfers To Debt Service Fund	920	6,222,559.42	6,222,559.42	1,615,559.42	25.96%
Total Transfer Of Funds		**16,992,539.65**	**18,361,312.65**	**2,187,069.42**	
Total EXPENDITURES		**119,595,136.45**	**116,211,482.75**	**36,477,663.01**	**31.39%**

Fund Balance

	Acct #	Adopted Budget	Amended Budget	Actual
Fund Balance, July 1, 2025	7/1/2025	58,518,315.76	58,518,315.76	58,518,315.76
Fund Balance Contribution	6/30/2026	(56,213,424.45)	(51,447,997.75)	9,947,804.61
Projected Ending Fund Balance	6/30/2026	2,304,891.31	7,070,318.01	68,466,120.37
GRAND TOTAL		**121,900,027.76**	**123,281,800.76**	

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CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - FOOD SERVICES
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2025 thru 01/31/2026

REVENUE AND TRANSFERS

Fed through Local and State

	ACCT#	Adopted Budget	Amended Budget	Actual	% Collected
School Lunch Reimbursement	3261	12,431,765.50	12,431,765.50	6,164,979.93	49.59%
School Breakfast Reimbursement	3262	3,006,300.00	3,006,300.00	1,536,968.78	51.12%
After School Snack Reimb	3263	0.00	0.00	7,669.62	0.00%
U S D A Donated Commoditi	3265	1,600,000.00	0.00	0.00	0.00%
Summer Food Service Program	3267	100,000.00	100,000.00	78,624.04	78.62%
Total Fed through Local and State		**17,138,065.50**	**15,538,065.50**	**7,788,242.37**	50.12%

Other Financing Sources

	ACCT#	Adopted Budget	Amended Budget	Actual	% Collected
Sale Of Equipment	3733	0.00	0.00	35,000.00	0.00%
Total Other Financing Sources		**0.00**	**0.00**	**35,000.00**	0.00%

Rev from Local Sources

	ACCT#	Adopted Budget	Amended Budget	Actual	% Collected
Interest Incl Profit On Inves	3430	150,000.00	150,000.00	126,839.43	84.56%
Gifts Grants & Bequests	3440	0.00	0.00	0.00	0.00%
Student Lunches	3451	2,767,750.00	2,767,750.00	1,979,356.25	71.51%
Student Breakfasts	3452	338,750.00	338,750.00	204,440.35	60.35%
Adult Breakfasts/Lunches	3453	130,000.00	130,000.00	966.75	0.74%
Student A La Carte	3454	2,000,000.00	2,000,000.00	1,460,050.61	73.00%
Miscellaneous Local Sources	3490	5,000.00	0.00	0.00	0.00%
Other Misc Local Sources	3495	0.00	5,000.00	47,704.47	954.09%
Total Rev from Local Sources		**5,391,500.00**	**5,391,500.00**	**3,819,357.86**	70.84%

Rev from State Sources

	ACCT#	Adopted Budget	Amended Budget	Actual	% Collected
School Breakfast Supplement	3337	60,000.00	60,000.00	34,824.00	58.04%
School Lunch Supplement	3338	85,000.00	85,000.00	47,176.00	55.50%
Total Rev from State Sources		**145,000.00**	**145,000.00**	**82,000.00**	
TOTAL REVENUE AND TRANSFERS		**22,674,565.50**	**21,074,565.50**	**11,724,600.23**	**55.63%**
Fund Balance July 1,2025		**9,183,583.77**	**9,183,583.77**	**9,183,583.77**	
GRAND TOTAL		**31,858,149.27**	**30,258,149.27**	**20,908,184.00**	69.10%

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EXPENDITURES

	ACCT#	Adopted Budget	Amended Budget	Actual	% Expended
Administrator	110	2,145,287.00	2,145,285.03	1,187,578.97	55.36%
Other Support	160	5,212,710.00	5,212,709.15	3,121,180.53	59.88%
Retirement	210	1,071,665.00	1,071,664.41	623,302.64	58.16%
Social Security	220	560,118.00	560,118.50	318,788.81	56.91%
Group Insurance	230	1,101,493.00	1,101,493.00	683,693.60	62.07%
Workmans Comp	240	57,282.00	57,281.88	62,689.56	109.44%
Pro & Tech Serv	310	0.00	5,800.00	5,800.00	100.00%
Prof Srvcs - Su	313	100,500.00	100,500.00	54,088.56	53.82%
Travel-In cnty	331	6,500.00	6,500.00	706.93	10.88%
Travel-Out Cnty	332	2,500.00	2,500.00	190.13	7.61%
Trvl-Out State	333	2,500.00	2,500.00	0.00	0.00%
Travel-Reg Fees	334	500.00	500.00	245.00	49.00%
Repairs And Mai	350	26,010.00	26,010.00	3,375.98	12.98%
Rentals	360	5,000.00	5,000.00	0.00	0.00%
Leases	367	4,000.00	4,000.00	1,458.12	36.45%
Tech Rentals	369	44,000.00	44,000.00	42,205.51	95.92%
Stamps	371	15,000.00	15,000.00	9,250.00	61.67%
Wireless Plan	372	0.00	0.00	0.00	0.00%
Cell Phones	378	1,500.00	1,500.00	449.32	29.95%
Othr Purch Srvc	390	85,742.00	85,741.99	25,371.09	29.59%
Printing	391	15,000.00	15,000.00	4,720.05	31.47%
Bottled Gas	420	4,000.00	4,000.00	0.00	0.00%
Electricity	430	181,400.00	181,400.00	63,507.44	35.01%
Gasoline	450	9,000.00	9,000.00	5,505.85	61.18%
Diesel Fuel	460	4,000.00	4,000.00	1,134.64	28.37%
Supplies	510	735,430.00	740,430.21	406,245.24	54.87%
TonerType Fee	515	17,292.00	12,292.05	2,831.74	23.04%
Tech Supplies	519	800.00	800.00	389.55	48.69%
Oil & Grease	540	1,000.00	1,000.00	54.01	5.40%
Repair Parts	550	3,500.00	3,500.00	2,554.70	72.99%
Tires & Tubes	560	2,000.00	2,000.00	1,286.40	64.32%
Food	570	9,212,058.00	9,186,258.33	5,100,384.97	55.52%
Commodities	580	1,600,000.00	1,600,000.00	0.00	0.00%
AV Mat L/T $1000	622	500.00	500.00	252.20	50.44%
Bldg & Fixed Eq	630	0.00	20,000.00	0.00	0.00%
Equip $1000 Over	641	150,000.00	150,000.00	12,668.60	8.45%
Equip L/T $1000	642	10,000.00	10,000.00	7,395.88	73.96%
Comp Hdw > $1000	643	5,000.00	5,000.00	0.00	0.00%
Cptr Hdwr <$1000	644	50,000.00	50,000.00	8,108.80	16.22%
TechRel FFE<1000	649	100.00	100.00	0.00	0.00%
Cap Remodlg	681	251,545.00	251,545.00	101,545.00	40.37%
Non-Cap Remo/Ren	682	0.00	0.00	0.00	0.00%
Dues And Fees	730	30,196.00	30,196.00	39,944.36	132.28%
Misc Expense	790	500,000.00	500,000.00	0.00	0.00%
Misc Ex/Ind Cst	792	0.00	0.00	0.00	0.00%
Total		**23,225,128.00**	**23,225,125.55**	**11,898,904.18**	**51.23%**

Fund Balance

	ACCT#	Adopted Budget	Amended Budget	Actual
Fund Balance, July 1, 2025		9,183,583.77	9,183,583.77	9,183,583.77
Fund Balance Contribution	6/30/2026	(550,562.50)	(2,150,560.05)	(174,303.95)
Projected Ending Fund Balance	6/30/2026	8,633,021.27	7,033,023.72	9,009,279.82
GRAND TOTAL		**31,858,149.27**	**30,258,149.27**	

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CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF REVENUE
07/01/2025 thru 01/31/2026

		Acct#	Adopted Budget	Amended Budget	Actual	% Collected
Fed through Local and State	Career And Technical Education	3201	367,631.46	367,631.00	99,132.67	26.97%
	Adult General Education	3221	451,859.09	451,859.00	167,634.94	37.10%
	English Literacy And Civics Ed	3222	38,958.00	38,958.00	7,203.50	18.49%
	Title II	3226	5,945.00	1,059,289.00	361,967.44	34.17%
	I D E A	3230	9,739,772.86	11,537,296.00	4,421,436.40	38.32%
	Title I - Elem & Secondary Edu	3240	5,919,585.58	6,047,942.00	2,222,471.45	36.75%
	Title III	3241	7,585.88	48,446.00	255,710.09	527.82%
	Title IV	3242	309,711.02	461,749.00	177,459.18	38.43%
	Other Federal Thru State	3290	172,904.83	172,905.00	38,144.09	22.06%
Fed through Local and State - Total			**17,013,953.72**	**20,186,075.00**	**7,751,159.76**	38.40%
Transfers	Transfer From General Fund	3610	875,738.96	473,256.00	0.00	0.00%
Transfers - Total			**875,738.96**	**473,256.00**	**0.00**	0.00%
Total Revenues and Transfer			**17,889,692.68**	**20,659,331.00**	**7,751,159.76**	37.52%
GRAND Total			**17,889,692.68**	**20,659,331.00**	**7,751,159.76**	

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CLAY COUNTY SCHOOL BOARD
SPECIAL REVENUE FUNDS - OTHER
STATEMENT OF REVENUE
07/01/2025 thru 01/31/2026

	Acct#	Adopted Budget	Amended Budget	Salaried	Emp Benefits	Pur Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% OF Budget
Basic FEFP K-12	5100	5,619,651.37	5,476,911.70	1,496,982.66	569,649.17	213,447.48	94,537.97	206,830.42	19,841.00	2,601,288.70	47.50%
Exceptional	5200	5,172,638.93	6,086,844.11	2,071,935.73	779,029.78	85,559.94	6,461.95	13,768.14	0.00	2,956,755.54	48.58%
Applied Technology	5300	321,682.46	321,682.46	0.00	0.00	0.00	9,631.79	68,894.01	13,370.00	91,895.80	28.57%
Adult General	5400	289,460.09	289,460.09	81,749.96	29,670.10	0.00	1,433.25	0.00	3,820.00	116,673.31	40.31%
Total Expense for 5000		**11,403,432.85**	**12,174,898.36**	**3,650,668.35**	**1,378,349.05**	**299,007.42**	**112,064.96**	**289,492.57**	**37,031.00**	**5,766,613.35**	**47.36%**

	Acct#	Adopted Budget	Amended Budget	Salaried	Emp Benefits	Pur Services	Mat Supplies	Cap Outlay	Other Transfers	Totals	% OF Budget
Pupil Personnel Services	6100	1,795,915.54	1,958,444.94	668,344.98	244,262.64	64,875.17	23,603.67	0.00	0.00	1,001,086.46	51.12%
Inst & Curric Dev Services	6300	3,514,658.00	3,853,100.37	1,175,433.58	408,735.20	2,583.51	0.00	0.00	3,825.00	1,590,577.29	41.28%
Inst Staff Training Services	6400	1,113,207.51	2,236,371.13	500,721.18	149,101.42	114,415.15	11,750.73	7,438.60	2,632.00	786,059.08	35.15%
General Administration	7200	27,610.43	717,802.73	0.00	0.00	0.00	0.00	0.00	251,636.86	251,636.86	35.06%
Central Services	7700	1,374.00	48,752.83	4,597.50	416.29	1,374.00	0.00	0.00	0.00	6,387.79	13.10%
Pupil Transportation Services	7800	33,494.35	33,494.35	0.00	0.00	2,848.43	0.00	0.00	0.00	2,848.43	8.50%
Total Expenses for - 6000-9999		**6,486,259.83**	**8,847,966.35**	**2,349,097.24**	**802,515.55**	**186,096.26**	**35,354.40**	**7,438.60**	**258,093.86**	**3,638,595.91**	**41.12%**
Grand Total:		**17,889,692.68**	**21,022,864.71**	**5,999,765.59**	**2,180,864.6**	**485,103.68**	**147,419.36**	**296,931.17**	**295,124.86**	**9,405,209.26**	**44.74%**

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CLAY COUNTY SCHOOL BOARD
PROPERTY AND CASUALTY SPECIAL INSURANCE FUND 711
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2025 thru 01/31/2026

REVENUES

	ACCT#	Adopted Budget	Amended Budget	Actual	% Collected
Interest Incl Profit On Inves	3430	150,000.00	150,000.00	67,950.65	45.30%
Charges for Services	3481	3,200,000.00	3,200,000.00	1,761,024.83	55.03%
Operating Revenue	3489	3,200.00	3,200.00	108,426.74	3,388.34%
Misc Local Resources	3497	0.00	0.00	0.00	0.00%
Local Sources - Total		**3,353,200.00**	**3,353,200.00**	**1,937,402.22**	
Fund Balance July 1,2025		**776,218.58**	**776,218.58**	**776,218.58**	
Total REVENUE AND TRANSFERS		**4,129,418.58**	**4,129,418.58**	**2,713,620.80**	**65.71%**

EXPENDITURES

	ACCT#	Adopted Budget	Amended Budget	Actual	% Expended
Claims Exp	770	1,600,000.00	1,600,000.00	730,354.60	45.65%
Liability Exp	771	750,000.00	750,000.00	496,565.96	66.21%
Excess Insurance	772	521,345.00	521,345.00	3,329.00	0.64%
Admin Fees	774	175,501.50	175,501.50	285,655.37	162.77%
Total Internal Service Proprietary		**3,046,846.50**	**3,046,846.50**	**1,515,904.93**	**49.75%**

Fund Balance

	ACCT#	Adopted Budget	Amended Budget	Actual
Fund Balance, July 1, 2025	7/1/2025	776,218.58	776,218.58	776,218.58
Fund Balance Contribution	6/30/2026	306,353.50	306,353.50	421,497.29
Projected Ending Fund Balance	6/30/2026	1,082,572.08	1,082,572.08	1,197,715.87
GRAND TOTAL		**4,129,418.58**	**4,129,418.58**	

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CLAY COUNTY SCHOOL BOARD
HEALTH SELF INSURANCE FUND 712
STATEMENT OF REVENUE, EXPENDITURES, AND TRANSFERS
07/01/2025 thru 01/31/2026

REVENUES

	ACCT#	Adopted Budget	Amended Budget	Actual	% Collected
Interest Incl Profit On Inves	3430	40,000.00	40,000.00	13,750.35	34.38%
Charges for Services	3481	36,500,000.00	36,500,000.00	17,367,606.71	47.58%
Operating Revenue	3489	5,000,000.00	5,000,000.00	3,501,232.99	70.02%
Misc Local Resources	3495	200,000.00	200,000.00	367,055.21	183.53%
Refund of Prior Year's Expense	3497	0.00	0.00	91,477.43	0.00%
3400 - Total		**41,740,000.00**	**41,740,000.00**	**21,341,122.69**	**51.13%**
Total REVENUE AND TRANSFERS		**41,740,000.00**	**41,740,000.00**	**21,341,122.69**	**51.13%**
Fund Balance July 1,2025		**5,446,056.19**	**5,446,056.19**	**5,446,056.19**	
GRAND TOTAL		**47,186,056.19**	**47,186,056.19**	**26,787,178.88**	

EXPENDITURES

	ACCT#	Adopted Budget	Amended Budget	Actual	% Expended
Administrator	110	75,688.84	75,688.84	45,699.36	60.38%
Other Support	160	36,699.00	36,699.00	14,878.14	40.54%
Retirement	210	15,412.35	15,412.35	8,499.00	55.14%
Social Security	220	8,403.75	8,403.75	4,548.43	54.12%
Group Insurance	230	16,859.00	16,859.00	4,470.63	26.52%
Workmans Comp	240	0.00	0.00	884.28	0.00%
Pro & Tech Serv	310	2,641,911.00	99,632.57	42,102.00	42.26%
Travel-Out Cnty	332	2,000.00	2,000.00	1,653.55	82.68%
Travel-Reg Fees	334	2,000.00	2,000.00	1,125.00	56.25%
Repairs And Mai	350	500.00	500.00	0.00	0.00%
Rentals	366	0.00	6,600.00	6,600.00	100.00%
Stamps	371	3,600.00	4,985.18	4,985.18	100.00%
Cell Phones	378	500.00	500.00	224.66	44.93%
Othr Purch Srvc	390	77,000.00	47,097.99	67,309.16	142.91%
Printing	391	100.00	100.00	0.00	0.00%
Gasoline	450	1,000.00	1,000.00	370.95	37.10%
Supplies	510	9,300.00	28,500.00	21,659.53	76.00%
Tech Supplies	519	0.00	172.70	172.70	100.00%
Equip $1000 Over	641	0.00	26,335.85	5,009.50	19.02%
Equip L/T $1000	642	1,000.00	6,715.26	4,973.26	74.06%
Comp Hdw > $1000	643	0.00	4,358.80	4,238.80	97.25%
Cptr Hdwr <$1000	644	0.00	564.86	564.86	100.00%
TechRel FE >1000	648	0.00	18,992.43	18,992.43	100.00%
TechRel FFE<1000	649	0.00	329.54	0.00	0.00%
Dues And Fees	730	825.00	825.00	32,138.37	3,895.56%
Claims Exp	770	22,800,000.00	22,798,614.82	14,907,811.66	65.39%
Excess Insurance	772	1,800,000.00	1,800,000.00	1,066,389.30	59.24%
Pharmacy Claims	773	12,700,000.00	12,700,000.00	8,237,886.81	64.87%
Admin Fees	774	0.00	2,489,911.00	1,974,552.15	79.30%
Total Internal Service Proprietary		**40,192,798.94**	**40,192,798.94**	**26,477,739.71**	**65.88%**

Fund Balance

	ACCT#	Adopted Budget	Amended Budget	Actual
Fund Balance, July 1, 2025	7/1/2025	5,446,056.19	5,446,056.19	5,446,056.17
Fund Balance Contribution	6/30/2026	1,547,201.06	1,547,201.06	(5,136,617.02)
Projected Ending Fund Balance	6/30/2026	6,993,257.25	6,993,257.25	309,439.15
GRAND TOTAL		**47,186,056.19**	**47,186,056.19**	

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March 5, 2026 - Regular School Board Meeting

Title

C12 - Budget Amendment Report for January 31, 2026

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 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 Budget Amendments for January 2026 as presented.

Contact

Dawn Posey, Assistant Superintendent for Business Affairs

Financial Impact

See attached statements for a complete analysis of the financial impact.

Review Comments

Attachments

- January 2026 Budget Amendment Stmt.pdf

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CLAY COUNTY DISTRICT SCHOOLS

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SUPERINTENDENT OF SCHOOLS
David S. Broskie

BOARD MEMBERS:
Erin Skipper, District 1
Robert Alvero, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

CLAY COUNTY SCHOOLS RESOLUTION TO AMEND DISTRICT BUDGET FISCAL YEAR 2025-2026 For month ending January 31, 2026

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.

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January 2025 Impact Statement

Purpose of Impact Statement

To reflect monthly adjustments to school and district budgets and related impact on fund balance due to:

a. Increases/decreases in estimated revenue.
b. Adjustments to appropriations based on changing needs and new information.

FUND	CHANGE TO FUND BALANCE
GENERAL FUND (100)	Decrease of $1,560,937.83
GENERAL FUND VOTED MILLAGE (105)	No change
DEBT SERVICE (2XX)	No change
CAPITAL PROJECTS FUND(3XX)	Increase of $511,059.43
SPECIAL REVENUE FOOD SERVICE (410)	No change
SPECIAL REVENUE OTHER (420, 44X)	Increase of $363,533.48 (To bring projected fund balance to $0)

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GENERAL FUND 100:

To reflect monthly adjustments to the General Fund and related impact on fund balance due to:

Increases to Estimated Revenue

1	**Decrease in Other Federal Direct** Due to reconciliation of NJROTC funding	**($31,235.59)**
2	**Decrease in Florida Education Finance Program** Due to reconciliation to 2nd Calc and final 24-25 payment	**($668,803.00)**
3	**Increase in School Recognition** Due to receipt and administration of program	**$1,026,885.00**
4	**Increase in Gifts, Grants & Bequests** Due to receipt of donations	**$3,780.86**
5	**Increase in Student Fees** Due to receipt of Adult Ed Pearson Fees	**$3,556.25**
6	**Increase in Misc Local Resources** Due to receipt of Internal Funds	**$98,503.49**
	Total Adjustments to Estimated Revenue:	**$2,267,534.01**

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Increases and/or Decreases to Appropriations

1	**Increase in Instruction** Due to receipt and administration of School Recognition program; appropriation of Career Ed CAP Grant	**$2.760,342.74**
2	**Increase in Pupil Personnel Services** Due to receipt and administration of School Recognition program; increases in Mental Health and Safe Schools categoricals	**$567,953.56**
3	**Increase in Parent Involvement** Due to changing ESOL needs	**$6,000.00**
4	**Increase in Instructional Media** Due to receipt and administration of School Recognition program; based on changing school needs	**$30,439.57**
5	**Decrease in Inst & Curriculum Development** Based on changing district/school needs	**($22,341.98)**
6	**Increase in Inst Staff Training** Based on changing district/school needs	**$53,140.94**
7	**Increase in School Administration** Due to receipt and administration of School Recognition program; based on changing school needs	**$81,955.55**
8	**Decrease in Fiscal Services** Based on changing district needs	**($5,610.25)**
9	**Increase in Food Services** Due to receipt and administration of School Recognition program	**$84,658.69**
10	**Increase in Central Services** Due to increase in fingerprinting	**$48,265.71**
11	**Increase in Pupil Transportation Services** Due to receipt of field trip funds	**$87,930.17**
12	**Increase in Operation of Plant** Due to receipt and administration of School Recognition program; based on changing school needs	**$117,172.01**
14	**Increase in** Due to facility use payroll and supplies	**$16,376.79**
15	**Other Changes**	**$2,188.34**
	Total Adjustments to Appropriations:	**$3,828,471.84**

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Adjustments to appropriations are based on changing revenue, needs and new information.

The impact on the General Fund Balance for the items described above is a **decrease** to fund balance of **$1,560,937.83**.

ONE MILL FUND 105:

To reflect monthly adjustments to One Mill Fund and related impact on fund balance due to:

Increases to Estimated Revenue

1	**No changes**	**$0**
	Total Adjustments to Estimated Revenue:	**$0**

Increases and/or Decreases to Appropriations

1	**No changes**	**$0**
	Total Adjustments to Appropriations:	**$0**

Adjustments to appropriations are based on changing revenue, needs and new information.

The impact on the General Fund Balance for the items described above is **no change** to fund balance.

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DEBT SERVICE FUNDS (2XX):

To reflect monthly adjustments to debt service budgets and related impact on fund balance due to:

Increases to Estimated Revenue

1	**No Adjustments**	**$0**
	Total Adjustments to Estimated Revenue	**$0**

Increases and/or Decreases to Appropriations

1	**No Adjustments**	**$0**
	Total Adjustments to Appropriations:	**$0**

Adjustments to appropriations are based on changing revenue, needs and new information.

The impact on the General Fund Balance for the items described above is **no change** to fund balance.

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CAPITAL PROJECTS FUNDS (3XX):

To reflect adjustments to major capital construction projects budgets and related impact on fund balance due to:

Increases to Estimated Revenue

1	**Increase in Misc State Revenue** Due to Safety and Security Grants	**$557,325.72**
	Total Adjustments to Estimated Revenue:	**$557,325.72**

Increases and/or Decreases to Appropriations

1	**Increase in Facilities Acquisition & Construction** Based on changing district/school needs	**$46,266.29**
	Total Adjustments to Appropriations:	**$46,266.29**

Adjustments to appropriations are based on changing revenue, needs and new information.

The impact on theCapital Project Fund Balance for the items described above is an **increase** to the fund balance of **$511,059.43**.

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SCHOOL FOOD SERVICES (410):

To reflect monthly adjustments to school and district Food Services program budgets and related impact on fund balance due to:

Increases to Estimated Revenue

1	**No Adjustments**	**$0**
	Total Adjustments to Estimated Revenue	**$0**

Increases and/or Decreases to Appropriations

1	**No Adjustments**	**$0**
	Total Adjustments to Appropriations:	**$0**

Adjustments to appropriations are based on changing revenue, needs and new information.

The impact on the fund balance for the items described above is **no change** to fund balance.

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SPECIAL REVENUE OTHER (42X):

To reflect monthly adjustments to school and district budgets and related impact on fund balance due to:

Increases to Estimated Revenue

1	**Increase in Title III** To match awarded Title III	**$253,604.00**
2	**Increase in Transfer From General** To account for updated payroll encumbrances	**$1,743.55**
	Total Adjustments to Estimated Revenue:	**$255,347.55**

Increases and/or Decreases to Appropriations

1	**Increase in Instructional** To match payroll encumbrances; based on changing school needs	**$260,035.00**
2	**Decrease in Inst & Curriculum Development** Due to correction in IDEA grant	**($363,533.93)**
3	**Decrease in Inst Staff Training** Based on changing district/school needs	**($10,735.00)**
4	**Other Changes**	**$6,048.00)**
	Total Adjustments to Appropriations:	**($108,185.93)**

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Adjustments to appropriations are based on changing revenue, needs and new information.

The impact on the Special Revenue Fund Balance for the items described above is **an increase** to fund balance of **$363,533.48 (to bring projected fund balance to $0)**.

3
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2025-2026
GENERAL FUND REVENUE
FUND 100
Month Ending January 31, 2026

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
3120	Federal Impact Funds	$550,000.00	$550,000.00	$0.00	$550,000.00
3190	Other Federal Direct	$500,000.00	$531,235.59	($31,235.59)	$500,000.00
3202	Medicaid	$2,000,000.00	$2,000,000.00	$0.00	$2,000,000.00
3280	Federal Through Local Revenue	$0.00	$219,333.60	$0.00	$219,333.60
3290	Other Federal Thru State	$0.00	$4,933.13	$0.00	$4,933.13
3310	Florida Educ Finance Program	$227,520,714.00	$227,520,714.00	($668,803.00)	$226,851,911.00
3315	Workforce Development	$1,154,458.00	$1,208,916.00	$0.00	$1,208,916.00
3316	Workforce Dev CAP Grant	$3,956,156.25	$3,956,156.25	$1,026,885.00	$4,983,041.25
3317	Workforce Performance Incentiv	$10,000.00	$10,000.00	$0.00	$10,000.00
3320	State Auto License CO and DS	$24,000.00	$24,000.00	$0.00	$24,000.00
3340	Other State Revenues	$35,000.00	$35,000.00	$0.00	$35,000.00
3350	Other Categorical	$36,766,787.00	$36,766,787.00	$0.00	$36,766,787.00
3360	School Recognition	$0.00	$0.00	$1,834,847.00	$1,834,847.00
3370	VPK	$560,000.00	$560,000.00	$0.00	$560,000.00
3390	Miscellaneous State Revenues	$1,814,592.00	$2,001,605.42	$0.00	$2,001,605.42
3410	Taxes	$79,363,106.00	$79,363,106.00	$0.00	$79,363,106.00
3421	Tax Redemptions	$1,000,000.00	$1,000,000.00	$0.00	$1,000,000.00
3425	Rent	$500,000.00	$500,000.00	$0.00	$500,000.00
3430	Interest Incl Profit On Inves	$2,000,000.00	$2,000,000.00	$0.00	$2,000,000.00
3440	Gifts Grants & Bequests	$100,000.00	$155,592.00	$3,780.86	$159,372.86
3460	Student Fees	$49,685.75	$75,807.88	$3,556.25	$79,364.13
3470	Other Fees	$530,000.00	$530,000.00	$0.00	$530,000.00
3480	Operating Revenue	$0.00	$0.00	$0.00	$0.00
3490	Misc Local Resources	$4,596,418.61	$4,945,829.57	$98,503.49	$5,044,333.06
3630	Transfer From Capital Projects	$10,769,980.00	$12,138,753.00	$0.00	$12,138,753.00
3650	Interfund Transfer	$2,000,000.00	$2,000,000.00	$0.00	$2,000,000.00
3732	Addtnl Mill Contribution	$0.00	$0.00	$0.00	$0.00
3733	Sale of Capital Asset	$50,000.00	$50,000.00	$0.00	$50,000.00
3740	Insurance Loss Recoveries	$5,000.00	$5,000.00	$0.00	$5,000.00
Revenue - Totals		**$375,855,897.61**	**$378,152,769.44**	**$2,267,534.01**	**$380,420,303.45**

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SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR - 2025-2026
GENERAL FUND EXPENSES
FUND 100
Month Ending January 31, 2026

5000 Instruction

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
100	Salaries	$148,148,139.38	$148,384,187.83	$1,216,657.66	$149,600,845.49
200	Employee Benefits	$47,531,396.77	$47,596,850.43	$98,944.38	$47,695,794.81
300	Purchased Services	$30,758,446.32	$31,106,766.14	$664,565.92	$31,771,332.06
400	Energy Services	$20,136.35	$22,356.35	$0.00	$22,356.35
500	Material and Supplies	$12,480,373.74	$12,807,902.34	$146,787.23	$12,954,689.57
600	Capital Outlay	$2,542,695.98	$3,036,519.63	$335,828.77	$3,372,348.40
700	Other	$1,303,193.61	$1,536,570.27	$297,558.78	$1,834,129.05
Total Expenses Function 5000		**$242,784,382.15**	**$244,491,152.99**	**$2,760,342.74**	**$247,251,495.73**

Function	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
6100	**Pupil Personnel Services**				
100	Salaries	$13,763,371.82	$13,771,352.47	$1,347,476.31	$15,118,828.78
200	Employee Benefits	$5,173,608.87	$5,199,538.22	$322,972.51	$5,522,510.73
300	Purchased Services	$605,992.02	$878,087.18	($11,281.04)	$866,806.14
400	Energy Services	$4,400.00	$4,400.00	$0.00	$4,400.00
500	Material and Supplies	$4,220,132.65	$3,605,604.92	($1,094,899.22)	$2,510,705.70
600	Capital Outlay	$9,866.37	$26,301.91	$1,185.00	$27,486.91
700	Other	$1,720.00	$33,026.24	$2,500.00	$35,526.24
6110	**Social Work**				
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
300	Purchased Services	$0.00	$0.00	$0.00	$0.00
6120	**Guidance Services**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
6130	**Health Services**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
300	Purchased Services	$381,320.00	$381,320.00	$0.00	$381,320.00
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
6140	**Psychological Services**				
300	Purchased Services	$0.00	$0.00	$0.00	$0.00
6150	**Parent Involvement**				
100	Salaries	$61,535.14	$61,535.14	$0.00	$61,535.14
200	Employee Benefits	$22,998.39	$22,998.39	$0.00	$22,998.39
300	Purchased Services	$18,424.89	$18,424.89	$6,000.00	$24,424.89
500	Material and Supplies	$4,240.00	$4,240.00	$0.00	$4,240.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
700	Other	$0.00	$0.00	$0.00	$0.00
6190	**Guidance Administration**				
100	Salaries	$63,804.00	$63,804.00	$0.00	$63,804.00
200	Employee Benefits	$29,433.19	$29,433.19	$0.00	$29,433.19
6200	**Instructional Media**				
100	Salaries	$2,772,783.55	$2,772,978.55	$22,174.99	$2,795,153.54
200	Employee Benefits	$1,078,294.67	$1,078,294.67	$2,019.96	$1,080,314.63

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	300	Purchased Services	$206,444.20	$171,990.04	$9,333.05	$181,323.09
	500	Material and Supplies	$71,923.84	$47,824.49	$586.32	$48,410.81
	600	Capital Outlay	$96,221.86	$176,886.69	($3,676.75)	$173,209.94
	700	Other	$1,194.00	$844.00	$2.00	$846.00
6300	**Inst & Curric Dev Services**					
	100	Salaries	$4,050,060.40	$4,201,786.41	$5,750.08	$4,207,536.49
	200	Employee Benefits	$1,590,061.82	$1,624,686.89	$220.25	$1,624,907.14
	300	Purchased Services	$73,248.01	$71,299.96	($28,873.07)	$42,426.89
	400	Energy Services	$560.00	$560.00	$0.00	$560.00
	500	Material and Supplies	$38,356.21	$36,734.28	$785.76	$37,520.04
	600	Capital Outlay	$24,552.51	$25,250.30	($225.00)	$25,025.30
	700	Other	$1,157.60	$1,157.60	$0.00	$1,157.60
6400	**Inst Staff Training Services**					
	100	Salaries	$2,169,704.13	$2,196,636.63	$0.00	$2,196,636.63
	200	Employee Benefits	$781,009.96	$782,347.03	$0.00	$782,347.03
	300	Purchased Services	$452,876.60	$521,273.32	$36,624.94	$557,898.26
	500	Material and Supplies	$59,587.42	$83,398.74	$400.00	$83,798.74
	600	Capital Outlay	$1,894.79	$1,894.79	($400.00)	$1,494.79
	700	Other	$257,827.00	$263,552.00	$16,516.00	$280,068.00
6500	**Instruction Related Technology**					
	100	Salaries	$2,241,299.34	$2,241,299.34	$91.26	$2,241,390.60
	200	Employee Benefits	$858,121.67	$858,121.67	$33.62	$858,155.29
	300	Purchased Services	$3,452,236.94	$3,452,236.94	$0.00	$3,452,236.94
	500	Material and Supplies	$64,053.55	$64,053.55	$0.00	$64,053.55
	600	Capital Outlay	$184,000.00	$184,000.00	($553.75)	$183,446.25
	700	Other	$0.00	$0.00	$870.00	$870.00
7100	**Board**					
	100	Salaries	$282,456.50	$282,456.50	$0.00	$282,456.50
	200	Employee Benefits	$224,064.78	$224,064.78	$0.00	$224,064.78
	300	Purchased Services	$2,053,892.37	$2,055,139.97	$0.00	$2,055,139.97
	500	Material and Supplies	$4,037.15	$4,037.15	$0.00	$4,037.15
	600	Capital Outlay	$1,000.00	$600.00	$0.00	$600.00
	700	Other	$27,130.00	$26,282.40	$0.00	$26,282.40
7200	**General Administration**					
	100	Salaries	$344,561.05	$344,561.05	$0.00	$344,561.05
	200	Employee Benefits	$215,818.58	$215,818.58	$0.00	$215,818.58
	300	Purchased Services	$28,120.61	$28,120.61	$0.00	$28,120.61
	400	Energy Services	$1,200.00	$1,200.00	$0.00	$1,200.00
	500	Material and Supplies	$8,904.00	$9,904.00	$0.00	$9,904.00
	600	Capital Outlay	$3,680.00	$3,680.00	$0.00	$3,680.00
	700	Other	$26,500.00	$26,500.00	$0.00	$26,500.00
7300	**School Administration**					
	100	Salaries	$13,159,834.90	$13,159,834.90	$71,916.38	$13,231,751.28
	200	Employee Benefits	$5,090,429.56	$5,090,716.27	$6,551.05	$5,097,267.32
	300	Purchased Services	$69,587.39	$82,960.17	$57.80	$83,017.97
	400	Energy Services	$0.00	$0.00	$0.00	$0.00
	500	Material and Supplies	$95,022.30	$132,000.94	($3,497.21)	$128,503.73
	600	Capital Outlay	$37,184.09	$53,123.00	$6,400.63	$59,523.63
	700	Other	$17,940.40	$24,417.95	$526.90	$24,944.85
7400	**Facilities Aquisition & Const**					
	100	Salaries	$1,199,224.24	$1,199,224.24	$0.00	$1,199,224.24
	200	Employee Benefits	$450,728.79	$450,728.79	$0.00	$450,728.79
	300	Purchased Services	$1,352,977.68	$1,365,977.68	$0.00	$1,365,977.68
	400	Energy Services	$6,400.00	$6,400.00	$0.00	$6,400.00

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	500	Material and Supplies	$21,869.90	$21,869.90	$0.00	$21,869.90
	600	Capital Outlay	$2,700,489.42	$2,748,289.13	$10.00	$2,748,299.13
	700	Other	$1,860.00	$1,370,633.00	$0.00	$1,370,633.00
7500	**Fiscal Services**					
	100	Salaries	$1,342,679.39	$1,342,679.39	$0.00	$1,342,679.39
	200	Employee Benefits	$518,567.53	$518,567.53	$0.00	$518,567.53
	300	Purchased Services	$401,521.35	$396,321.83	($6,531.47)	$389,790.36
	500	Material and Supplies	$17,272.65	$17,572.65	$624.00	$18,196.65
	600	Capital Outlay	$4,500.00	$5,923.52	($50.00)	$5,873.52
	700	Other	$200.00	$200.00	$347.22	$547.22
7600	**Food Services**					
	100	Salaries	$77,688.00	$77,871.11	$77,590.93	$155,462.04
	200	Employee Benefits	$29,631.00	$29,631.00	$7,067.76	$36,698.76
	500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
7700	**Central Services**					
	100	Salaries	$2,255,848.52	$2,268,161.02	$60.00	$2,268,221.02
	200	Employee Benefits	$876,707.80	$877,783.92	$5.46	$877,789.38
	300	Purchased Services	$704,204.56	$707,547.56	$44,310.00	$751,857.56
	400	Energy Services	$5,298.17	$5,798.17	$0.00	$5,798.17
	500	Material and Supplies	$106,835.28	$106,684.49	$3,032.37	$109,716.86
	600	Capital Outlay	$398,714.13	$397,364.92	($3,600.00)	$393,764.92
	700	Other	$44,960.00	$53,268.00	$4,457.88	$57,725.88
7800	**Pupil Transportation Services**					
	100	Salaries	$8,776,372.48	$9,351,372.48	$483.30	$9,351,855.78
	200	Employee Benefits	$3,146,739.63	$3,146,739.63	$44.02	$3,146,783.65
	300	Purchased Services	$722,729.57	$791,975.53	$46,877.85	$838,853.38
	400	Energy Services	$1,859,938.40	$1,860,688.40	$0.00	$1,860,688.40
	500	Material and Supplies	$1,211,054.72	$1,251,054.72	$525.00	$1,251,579.72
	600	Capital Outlay	$698,382.85	$598,382.85	$40,000.00	$638,382.85
	700	Other	$10,000.00	$60,000.00	$0.00	$60,000.00
7900	**Operation Of Plant**					
	100	Salaries	$7,272,836.90	$7,277,527.75	$62,056.53	$7,339,584.28
	200	Employee Benefits	$2,776,801.33	$2,776,801.33	$5,638.10	$2,782,439.43
	300	Purchased Services	$7,028,288.64	$7,395,437.36	$22,193.14	$7,417,630.50
	400	Energy Services	$6,150,164.53	$6,150,564.53	$467.72	$6,151,032.25
	500	Material and Supplies	$748,299.51	$756,819.48	$17,884.76	$774,704.24
	600	Capital Outlay	$291,741.97	$308,382.65	$8,910.99	$317,293.64
	700	Other	$0.00	$0.00	$20.77	$20.77
8100	**Maintenance Of Plant**					
	100	Salaries	$3,863,054.51	$3,863,054.51	$0.00	$3,863,054.51
	200	Employee Benefits	$1,409,588.58	$1,409,588.58	$0.00	$1,409,588.58
	300	Purchased Services	$2,744,865.06	$2,764,865.06	$25,000.00	$2,789,865.06
	400	Energy Services	$165,955.61	$165,955.61	$0.00	$165,955.61
	500	Material and Supplies	$1,461,068.08	$1,438,868.08	($25,000.00)	$1,413,868.08
	600	Capital Outlay	$190,787.99	$190,787.99	$0.00	$190,787.99
	700	Other	$16,100.00	$16,100.00	$0.00	$16,100.00
8200	**Administrative Technology Svcs**					
	100	Salaries	$1,168,123.30	$1,168,123.30	$1,084.66	$1,169,207.96
	200	Employee Benefits	$438,072.43	$438,072.43	$98.80	$438,171.23
	300	Purchased Services	$4,880.00	$4,880.00	($800.00)	$4,080.00
	400	Energy Services	$12,000.00	$12,000.00	$0.00	$12,000.00
	500	Material and Supplies	$10,240.00	$10,240.00	$553.75	$10,793.75
	600	Capital Outlay	$2,400.00	$2,400.00	$0.00	$2,400.00
	700	Other	$160.00	$160.00	$800.00	$960.00

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9100	**Community Services**					
	100	Salaries	$157,636.68	$184,510.33	$10,101.33	$194,611.66
	200	Employee Benefits	$60,820.79	$60,820.79	$271.94	$61,092.73
	300	Purchased Services	$0.00	$195.00	$4,782.66	$4,977.66
	500	Material and Supplies	$96,677.57	$113,222.27	$1,220.86	$114,443.13
	600	Capital Outlay	$20.00	$6,551.00	$0.00	$6,551.00
	700	Other	$1,006.47	$1,006.47	$0.00	$1,006.47
9200	**Debt Service**					
	700	Other	$0.00	$0.00	$0.00	$0.00
9900	**Internal Service Proprietary**					
	100	Salaries	$0.00	$0.00	$0.00	$0.00
	200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
	300	Purchased Services	$0.00	$0.00	$0.00	$0.00
	400	Energy Services	$0.00	$0.00	$0.00	$0.00
	500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
	600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
	700	Other	$0.00	$0.00	$0.00	$0.00
Total Expenses Function 6000 to 9900			**$131,594,667.10**	**$134,270,238.69**	**$1,068,129.10**	**$135,338,367.79**

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SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2025-2026
ONE MILL
FUND 105
Month Ending January 31, 2026

Function		Description	Adopted	Beginning Budget	Budget Adj	Working Budget
3400	**Revenue from Local Sources**					
	000	Revenue	$21,040,061.00	$21,040,061.00	$0.00	$21,040,061.00
		Revenue		$0.00		
Total Revenue			**$21,040,061.00**	**$21,040,061.00**	**$0.00**	**$21,040,061.00**
5100	**Basic FEFP K-12**					
	100	Salaries	$0.00	$0.00	$0.00	$0.00
	200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
7400	**Facilities Aquisition & Const**					
	300	Purchased Services	$0.00	$0.00	$0.00	$0.00
	500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
	600	Capital Outlay	$6,179,509.90	$6,179,509.90	$0.00	$6,179,509.90
	700	Other	$1,117,726.00	$1,117,726.00	$0.00	$1,117,726.00
7700	**Central Services**					
	100	Salaries	$0.00	$0.00	$0.00	$0.00
	200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
	300	Purchased Services	$12,000.00	$12,000.00	$0.00	$12,000.00
7800	**Pupil Transportation Services**					
	600	Capital Outlay	$109,736.60	$109,736.60	$0.00	$109,736.60
7900	**Operation Of Plant**					
	100	Salaries	$1,424,912.75	$1,424,912.75	$0.00	$1,424,912.75
	200	Employee Benefits	$512,831.13	$512,831.13	$0.00	$512,831.13
	300	Purchased Services	$8,223,633.45	$8,223,633.45	$0.00	$8,223,633.45
	400	Energy Services	$10,000.00	$10,000.00	$0.00	$10,000.00
	500	Material and Supplies	$68,740.00	$62,247.65	$0.00	$62,247.65
	600	Capital Outlay	$182,660.28	$182,660.28	$0.00	$182,660.28
	700	Other	$18,600.00	$25,092.35	$0.00	$25,092.35
8100	**Maintenance Of Plant**					
	100	Salaries	$156,195.00	$156,195.00	$0.00	$156,195.00
	200	Employee Benefits	$64,738.86	$64,738.86	$0.00	$64,738.86
9700	**Transfer Of Funds**					
	900	Transfers	$2,000,000.00	$2,000,000.00	$0.00	$2,000,000.00
Total Expenses			**$20,081,283.97**	**$20,081,283.97**	**$0.00**	**$20,081,283.97**

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SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2025-2026
CAPITAL PROJECTS
FUND 3XX
Month Ending January 31, 2026

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
360	3320	State Auto License CO and DS	000	Revenue	$1,646,500.00	$1,646,500.00	$0.00	$1,646,500.00
	3430	Interest Incl Profit On Inves	000	Revenue	$0.00	$0.00	$0.00	$0.00
370	3410	Taxes	000	Revenue	$31,560,212.00	$31,560,212.00	$0.00	$31,560,212.00
	3421	Tax Redemptions	000	Revenue	$0.00	$0.00	$0.00	$0.00
	3430	Interest Incl Profit On Inves	000	Revenue	$0.00	$0.00	$0.00	$0.00
380	3430	Interest Incl Profit On Inves	000	Revenue	$675,000.00	$675,000.00	$0.00	$675,000.00
	3490	Misc Local Resources	000	Revenue	$9,500,000.00	$9,500,000.00	$0.00	$9,500,000.00
392	3430	Interest Incl Profit On Inves	000	Revenue	$0.00	$0.00	$0.00	$0.00
393	3430	Interest Incl Profit On Inves	000	Revenue	$0.00	$0.00	$0.00	$0.00
394	3390	Miscellaneous State Revenues	000	Revenue	$0.00	$0.00	$0.00	$0.00
	3397	Charter School Capital Outlay	000	Revenue	$0.00	$1,368,773.00	$0.00	$1,368,773.00
	3430	Interest Incl Profit On Inves	000	Revenue	$0.00	$13,000.00	$0.00	$13,000.00
399	3390	Miscellaneous State Revenues	000	Revenue	$0.00	$0.00	$557,325.72	$557,325.72
Total Revenue					**$43,381,712.00**	**$44,763,485.00**	**$557,325.72**	**$45,320,810.72**
340	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	$0.00	$0.00	$0.00	$0.00
			680	Remodeling and Renovations	$0.00	$0.00	$0.00	$0.00
360	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	$4,026,480.97	$4,026,480.97	$0.00	$4,026,480.97
			640	Furniture Fixtures & Equipment	$0.00	$0.00	$0.00	$0.00
			680	Remodeling and Renovations	$0.00	$0.00	$0.00	$0.00
	9200	Debt Service	730	Dues and Fees	$0.00	$0.00	$0.00	$0.00
370	7400	Facilities Aquisition & Const	620	Audiovisual Materials	$0.00	$0.00	$16,000.00	$16,000.00
			630	Buildings and Fixed Equip	$127,415.28	$127,415.28	$0.00	$127,415.28
			690	Computer Software	$312,520.00	$312,520.00	$0.00	$312,520.00
			640	Furniture Fixtures & Equipment	$890,773.20	$890,773.20	($16,000.00)	$874,773.20
			670	Improvements other than Bldg	$1,558,099.35	$1,041,587.42	$10,000.00	$1,051,587.42
			720	Interest	$0.00	$0.00	$0.00	$0.00
			660	Land	$1,000.00	$1,000.00	$200,000.00	$201,000.00
			790	Miscellaneous	$1,005,953.36	$1,005,953.36	$0.00	$1,005,953.36
			650	Motor Vehicles	$6,976,612.93	$3,721,159.42	$0.00	$3,721,159.42
			390	Other Purchased Services	$0.00	$0.00	$0.00	$0.00
			710	Redemption of Principal	$0.00	$0.00	$0.00	$0.00
			680	Remodeling and Renovations	$22,197,298.57	$17,725,220.02	($210,000.00)	$17,515,220.02
	7800	Pupil Transportation Services	650	Motor Vehicles	$0.00	$3,445,351.00	$0.00	$3,445,351.00
			680	Remodeling and Renovations	$0.00	$0.00	$0.00	$0.00
	7900	Operation Of Plant	680	Remodeling and Renovations	$0.00	$0.00	$0.00	$0.00
	9200	Debt Service	720	Interest	$766.74	$766.74	$0.00	$766.74
			710	Redemption of Principal	$0.00	$0.00	$0.00	$0.00
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	$1,615,559.42	$1,615,559.42	$0.00	$1,615,559.42
			910	Transfers to General Fund	$10,769,980.23	$10,769,980.23	$0.00	$10,769,980.23
380	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	$23,655,229.00	$23,655,229.05	$0.00	$23,655,229.05
			690	Computer Software	$0.00	$0.00	$0.00	$0.00
			640	Furniture Fixtures & Equipment	$1,033,549.18	$1,033,549.13	$0.00	$1,033,549.13
			670	Improvements other than Bldg	$0.00	$0.00	$0.00	$0.00
			610	Library Books	$0.00	$0.00	$0.00	$0.00
			680	Remodeling and Renovations	$120,000.00	$120,000.00	$0.00	$120,000.00
	9700	Transfer Of Funds	920	Transfers to Debt Service Fund	$4,607,000.00	$4,607,000.00	$0.00	$4,607,000.00
392	7300	School Administration	640	Furniture Fixtures & Equipment	$0.00	$0.00	$0.00	$0.00
	7400	Facilities Aquisition & Const	620	Audiovisual Materials	$0.00	$0.00	$0.00	$0.00
			630	Buildings and Fixed Equip	$0.00	$0.00	$0.00	$0.00
			690	Computer Software	$0.00	$0.00	$1,605.84	$1,605.84
			640	Furniture Fixtures & Equipment	$0.00	$0.00	$0.00	$0.00
			650	Motor Vehicles	$0.00	$0.00	$0.00	$0.00
			390	Other Purchased Services	$0.00	$0.00	$0.00	$0.00
			680	Remodeling and Renovations	$0.00	$0.00	$0.00	$0.00
			360	Rentals	$0.00	$0.00	$0.00	$0.00
	7800	Pupil Transportation Services	690	Computer Software	$0.00	$0.00	$0.00	$0.00
	9200	Debt Service	720	Interest	$0.00	$0.00	$0.00	$0.00
			710	Redemption of Principal	$0.00	$0.00	$0.00	$0.00
393	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	$5,436,686.32	$5,436,686.32	$0.00	$5,436,686.32
			680	Remodeling and Renovations	$0.00	$0.00	$0.00	$0.00
394	9700	Transfer Of Funds	910	Transfers to General Fund	$0.00	$1,368,773.00	$0.00	$1,368,773.00
395	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	$255,398.00	$255,398.00	$0.00	$255,398.00
398	7400	Facilities Aquisition & Const	620	Audiovisual Materials	$0.00	$0.00	$0.00	$0.00
			640	Furniture Fixtures & Equipment	$0.00	$0.00	$3,219.73	$3,219.73
			610	Library Books	$0.00	$0.00	$0.00	$0.00
399	7400	Facilities Aquisition & Const	670	Improvements other than Bldg	$0.00	$0.00	$10,503.00	$10,503.00

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			790	Miscellaneous	$0.00	$0.00	$0.00	$0.00
			680	Remodeling and Renovations	$515,885.00	$515,885.00	$30,937.72	$546,822.72
Total Expenses					**$85,106,207.55**	**$81,676,287.56**	**$46,266.29**	**$81,722,553.85**

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SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2025-2026
CAPITAL PROJECTS
FUND 396
Month Ending January 31, 2026

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
396	3410	Taxes	000	Revenue	$20,000,000.00	$20,000,000.00	$0.00	$20,000,000.00
	3430	Interest Incl Profit On Inves	000	Revenue	$0.00	$0.00	$0.00	$0.00
Total Revenue					**$20,000,000.00**	**$20,000,000.00**	**$0.00**	**$20,000,000.00**
396	7400	Facilities Aquisition & Const	630	Buildings and Fixed Equip	$2,019,810.69	$1,774,810.69	($704,800.00)	$1,070,010.69
			640	Furniture Fixtures & Equipment	$529,885.04	$511,404.69	$0.00	$511,404.69
			670	Improvements other than Bldg	$8,569,751.35	$8,674,751.35	$0.00	$8,674,751.35
			790	Miscellaneous	$1,140,000.00	$1,140,000.00	$0.00	$1,140,000.00
			680	Remodeling and Renovations	$22,229,481.82	$22,387,962.17	$704,800.00	$23,092,762.17
	9200	Debt Service	710	Redemption of Principal	$0.00	$0.00	$0.00	$0.00
Total Expenses					**$34,488,928.90**	**$34,488,928.90**	**$0.00**	**$34,488,928.90**

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SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2025-2026
DEBT SERVICE
FUND 2XX
Month Ending January 31, 2026

Fund	Function	Description	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
222	3340	Other State Revenues	000	Revenue	$225,575.00	$225,575.00	$0.00	$225,575.00
	3430	Interest Incl Profit On Inves	000	Revenue	$1,000.00	$1,000.00	$0.00	$1,000.00
294	3430	Interest Incl Profit On Inves	000	Revenue	$0.00	$0.00	$0.00	$0.00
	3630	Transfer From Capital Projects	000	Revenue	$4,607,000.00	$4,607,000.00	$0.00	$4,607,000.00
299	3630	Transfer From Capital Projects	000	Revenue	$1,615,559.42	$1,615,559.42	$0.00	$1,615,559.42
Total Revenue					**$6,449,134.42**	**$6,449,134.42**	**$0.00**	**$6,449,134.42**
222	9200	Debt Service	710	Redemption of Principal	$155,000.00	$155,000.00	$0.00	$155,000.00
			720	Interest	$61,575.00	$61,575.00	$0.00	$61,575.00
290	9200	Debt Service	730	Dues and Fees	$0.00	$0.00	$0.00	$0.00
292	9200	Debt Service	730	Dues and Fees	$0.00	$0.00	$0.00	$0.00
293	9200	Debt Service	730	Dues and Fees	$0.00	$0.00	$0.00	$0.00
294	9200	Debt Service	710	Redemption of Principal	$2,325,000.00	$2,325,000.00	$0.00	$2,325,000.00
			720	Interest	$2,277,000.00	$2,277,000.00	$0.00	$2,277,000.00
			730	Dues and Fees	$5,000.00	$5,000.00	$0.00	$5,000.00
299	9200	Debt Service	710	Redemption of Principal	$1,588,330.71	$1,588,330.71	$0.00	$1,588,330.71
			720	Interest	$27,228.71	$27,228.71	$0.00	$27,228.71
Total Expenses					**$6,439,134.42**	**$6,439,134.42**	**$0.00**	**$6,439,134.42**

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SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2025-2026
SPECIAL REVENUE FOOD SERVICE
FUND 410
Month Ending January 31, 2026

Func	Obj	Description	Adopted	Beginning Budget	Budget Adj	Working Budget
		National School Lunch Act				
3260	000	Revenue	$15,538,065.50	$15,538,065.50	$0.00	$15,538,065.50
		Categorical State Sources				
3330	000	Revenue	$145,000.00	$145,000.00	$0.00	$145,000.00
		Interest Incl Profit On Inves				
3430	000	Revenue	$150,000.00	$150,000.00	$0.00	$150,000.00
		Gifts Grants & Bequests				
3440	000	Revenue	$0.00	$0.00	$0.00	$0.00
		Food Services				
3450	000	Revenue	$5,236,500.00	$5,236,500.00	$0.00	$5,236,500.00
		Misc Local Resources				
3490	000	Revenue	$5,000.00	$5,000.00	$0.00	$5,000.00
		Sale of Capital Asset				
3733	000	Revenue	$0.00	$0.00	$0.00	$0.00
Total Revenue			**$21,074,565.50**	**$21,074,565.50**	**$0.00**	**$21,074,565.50**
		Food Services				
7600	100	Salaries	$7,357,994.18	$7,357,994.18	$0.00	$7,357,994.18
	200	Employee Benefits	$2,790,557.79	$2,790,557.79	$0.00	$2,790,557.79
	300	Purchased Services	$308,751.99	$314,551.99	$0.00	$314,551.99
	400	Energy Services	$198,400.00	$198,400.00	$0.00	$198,400.00
	500	Material and Supplies	$11,572,080.59	$11,566,280.59	($20,000.00)	$11,546,280.59
	600	Capital Outlay	$467,145.00	$467,145.00	$20,000.00	$487,145.00
	700	Other	$530,196.00	$530,196.00	$0.00	$530,196.00
		Central Services				
7700	100	Salaries	$0.00	$0.00	$0.00	$0.00
	200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
		Operation Of Plant				
7900	100	Salaries	$0.00	$0.00	$0.00	$0.00
	200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
Total Expenses			**$23,225,125.55**	**$23,225,125.55**	**$0.00**	**$23,225,125.55**

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SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2025-2026
SPECIAL REVENUE OTHER
FUND 42X
Month Ending January 31, 2026

Func	Obj	Adopted	Beginning Budget	Budget Adj	Working Budget
3201	**Vocational Ed**				
3201	Revenue	$367,631.46	$367,631.46	$0.00	$367,631.46
3220	**Workforce Investment Act**				
3220	Revenue	$490,817.09	$490,817.09	$0.00	$490,817.09
3226	**Eisenhower Math And Science**				
3226	Revenue	$5,945.00	$1,059,289.00	$0.00	$1,059,289.00
3230	**I.D.E.A.**				
3230	Revenue	$9,739,772.86	$11,537,295.01	$0.00	$11,537,295.01
3240	**Title I - Elem & Secondary Edu**				
3240	Revenue	$5,919,585.58	$6,047,942.62	$0.00	$6,047,942.62
3241	**Title III**				
3241	Revenue	$7,585.88	$48,445.88	$253,604.00	$302,049.88
3242	**Title IV**				
3242	Revenue	$309,711.02	$461,748.85	$0.00	$461,748.85
3290	**Other Federal Thru State**				
3290	Revenue	$172,904.83	$172,904.83	$0.00	$172,904.83
3610	**Transfer From General Fund**				
3610	Revenue	$875,738.96	$473,256.45	$1,743.55	$475,000.00
Total Revenue		**$17,889,692.68**	**$20,659,331.19**	**$255,347.55**	**$20,914,678.74**
5000	**Instruction**				
100	Salaries	$7,252,795.09	$6,651,890.67	$364,895.42	$7,016,786.09
200	Employee Benefits	$2,705,482.41	$2,605,489.56	$116,978.58	$2,722,468.14
300	Purchased Services	$232,433.15	$1,010,527.05	$9,447.00	$1,019,974.25
400	Energy Services	$0.00	$0.00	$0.00	$0.00
500	Material and Supplies	$683,806.15	$1,168,547.81	($231,313.00)	$937,234.75
600	Capital Outlay	$428,008.78	$616,128.34	($573.00)	$615,555.16
700	Other	$100,907.27	$122,314.93	$600.00	$122,914.93
6100	**Student Personnel Services**				
100	Salaries	$1,132,040.62	$1,178,951.43	$0.00	$1,178,951.43
200	Employee Benefits	$397,952.70	$451,646.98	$0.00	$451,646.98
300	Purchased Services	$1,462.50	$1,412.50	$0.00	$1,412.50
500	Material and Supplies	$2,185.80	$2,790.00	$0.00	$2,790.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
700	Other	$650.00	$650.00	$0.00	$650.00
6110	**Social Work**				
200	Employee Benefits	$23,029.82	$22,575.62	$0.00	$22,575.62
300	Purchased Services	$212.50	$372.50	$0.00	$372.50
6120	**Guidance Services**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
6130	**Health Services**				
100	Salaries	$0.00	$0.00	$0.00	$0.00

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200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
300	Purchased Services	$0.00	$0.00	$0.00	$0.00
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
700	Other	$0.00	$0.00	$0.00	$0.00
6150	**Parent Involvement**				
100	Salaries	$80,999.41	$84,442.53	$0.00	$84,442.53
200	Employee Benefits	$28,619.25	$32,285.90	$0.00	$32,285.90
300	Purchased Services	$68,090.09	$107,139.70	$0.00	$107,139.70
400	Energy Services	$0.00	$0.00	$0.00	$0.00
500	Material and Supplies	$60,672.85	$76,177.78	$3,995.00	$80,172.78
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
700	Other	$0.00	$0.00	$0.00	$0.00
6200	**Instructional Media**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
6300	**Inst & Curric Dev Services**				
100	Salaries	$2,516,709.23	$2,674,108.75	($363,533.93)	$2,310,574.82
200	Employee Benefits	$971,708.64	$1,097,797.09	$0.00	$1,097,797.09
300	Purchased Services	$4,669.03	$34,623.43	$0.00	$34,623.43
500	Material and Supplies	$11,571.10	$36,571.10	$0.00	$36,571.10
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
700	Other	$10,000.00	$10,000.00	$0.00	$10,000.00
6400	**Inst Staff Training Services**				
100	Salaries	$669,553.39	$1,218,157.91	($241.00)	$1,217,917.41
200	Employee Benefits	$235,375.71	$421,144.09	$241.00	$421,384.59
300	Purchased Services	$181,782.69	$477,628.16	($11,096.00)	$466,532.36
500	Material and Supplies	$15,409.84	$99,573.09	$361.00	$99,933.89
600	Capital Outlay	$7,585.88	$7,585.88	$0.00	$7,585.88
700	Other	$3,500.00	$12,282.00	$0.00	$12,282.00
6500	**Instruction Related Technology**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
300	Purchased Services	$0.00	$0.00	$0.00	$0.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
7200	**General Administration**				
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
700	Other	$27,610.43	$717,802.73	$0.00	$717,802.73
7300	**School Administration**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
7400	**Facilities Aquisition & Const**				
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
7600	**Food Services**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
7700	**Central Services**				
100	Salaries	$0.00	$37,680.00	$0.00	$37,680.00
200	Employee Benefits	$0.00	$9,698.83	$0.00	$9,698.83
300	Purchased Services	$1,374.00	$1,374.00	$0.00	$1,374.00
7800	**Pupil Transportation Services**				

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100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
300	Purchased Services	$33,494.35	$33,494.35	$2,053.00	$35,547.35
400	Energy Services	$0.00	$0.00	$0.00	$0.00
7900	**Operation Of Plant**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
300	Purchased Services	$0.00	$0.00	$0.00	$0.00
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
700	Other	$0.00	$0.00	$0.00	$0.00
8200	**Administrative Technology Svcs**				
100	Salaries	$0.00	$0.00	$0.00	$0.00
200	Employee Benefits	$0.00	$0.00	$0.00	$0.00
9100	**Community Services**				
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
Total Expenses		**$17,889,692.68**	**$21,022,864.71**	**($108,185.93)**	**$20,914,678.74**

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SCHOOL BOARD OF CLAY COUNTY
RESOLUTION TO AMEND DISTRICT BUDGET
FISCAL YEAR 2025-2026
SPECIAL REVENUE OTHER
FUND 44X
Month Ending January 31, 2026

No Data Available

5000	**Instruction**				
300	Purchased Services	$0.00	$0.00	$0.00	$0.00
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
6100	**Student Personnel Services**				
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
700	Other	$0.00	$0.00	$0.00	$0.00
6150	**Parent Involvement**				
300	Purchased Services	$0.00	$0.00	$0.00	$0.00
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
6400	**Inst Staff Training Services**				
300	Purchased Services	$0.00	$0.00	$0.00	$0.00
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
7400	**Facilities Aquisition & Const**				
600	Capital Outlay	$0.00	$0.00	$0.00	$0.00
7900	**Operation Of Plant**				
500	Material and Supplies	$0.00	$0.00	$0.00	$0.00
9100	**Community Services**				
700	Other	$0.00	$0.00	$0.00	$0.00
Total Expenses		**$0.00**	**$0.00**	**$0.00**	**$0.00**

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March 5, 2026 - Regular School Board Meeting

Title

C13 - Approval of the 2026-2027 Payroll Calendars

Description

The adopted payroll calendar serves as the instrument for the reporting of employees for payroll purposes.

Gap Analysis

School Board of Clay County Policy po6510 states that payroll schedules shall be established to ensure employees are paid promptly and in accordance with Florida statutes. Florida Administrative Code F.A.C. 6a-1.052 states that all personnel shall be paid in accordance with payroll period schedules adopted by the school board. Approval of the payroll calendars is required to ensure compliance with this policy and the administrative code.

Previous Outcomes

All proposed 2026-2027 payroll calendars are developed based on approved work calendars, which were adopted on November 6, 2025.

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 2026-2027 payroll calendars.

Contact

Dawn Posey, Assistant Superintendent of Business Affairs, dawn.posey@myoneclay.net

Michelle Larson, Supervisor of Payroll, michelle.larson@myoneclay.net

Financial Impact

Review Comments

Attachments

2026-2027 Payroll Calendars_Pending Board Approval.pdf

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CLAY COUNTY DISTRICT SCHOOLS
2026 - 2027 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		7/9/2026	2601122	**6/1/2026**	**6/30/2026**	6/24/2026	6/25/2026	6/29/2026	6/25/2026		7/6/2026	7/7/2026
1	24	7/15/2026	2601130	**7/1/2026**	**7/7/2026**	7/1/2026	7/6/2026	7/7/2026	7/6/2026		7/9/2026	7/10/2026
2	23	7/31/2026	2601140	**7/8/2026**	**7/18/2026**	7/16/2026	7/21/2026	7/22/2026	7/21/2026		7/28/2026	7/29/2026
3	22	8/14/2026	2601150	**7/19/2026**	**8/1/2026**	7/31/2026	8/4/2026	8/5/2026	8/4/2026		8/11/2026	8/12/2026
4	21	8/31/2026	2601160	**8/2/2026**	**8/15/2026**	8/14/2026	8/18/2026	8/19/2026	8/18/2026		8/26/2026	8/27/2026
5	20	9/15/2026	2601170	**8/16/2026**	**8/29/2026**	8/28/2026	9/1/2026	9/2/2026	9/1/2026	9/3/2026	9/10/2026	9/11/2026
6	19	9/30/2026	2601180	**8/30/2026**	**9/12/2026**	9/11/2026	9/15/2026	9/16/2026	9/15/2026	9/17/2026	9/25/2026	9/26/2026
7	18	10/15/2026	2601190	**9/13/2026**	**9/26/2026**	9/25/2026	9/29/2026	9/30/2026	9/29/2026	10/1/2026	10/12/2026	10/13/2026
8	17	10/30/2026	2601200	**9/27/2026**	**10/17/2026**	10/16/2026	10/20/2026	10/21/2026	10/20/2026	10/22/2026	10/27/2026	10/28/2026
9	16	11/13/2026	2601210	**10/18/2026**	**10/31/2026**	10/30/2026	11/3/2026	11/4/2026	11/3/2026	11/5/2026	11/10/2026	11/12/2026
10	15	11/30/2026	2601220	**11/1/2026**	**11/14/2026**	11/13/2026	11/17/2026	11/18/2026	11/17/2026	11/19/2026	11/24/2026	11/25/2026
11	14	12/15/2026	2601230	**11/15/2026**	**11/28/2026**	11/20/2026	12/2/2026	12/3/2026	12/2/2026	12/4/2026	12/10/2026	12/11/2026
12	13	12/31/2026	2601240	**11/29/2026**	**12/12/2026**	12/11/2026	12/14/2026	12/15/2026	12/14/2026	12/15/2026	12/21/2026	12/22/2026
13	12	1/15/2027	2701010	**12/13/2026**	**1/2/2027**	12/18/2026	1/4/2027	1/5/2027	1/4/2027	1/6/2027	1/12/2027	1/13/2027
14	11	1/29/2027	2701020	**1/3/2027**	**1/16/2027**	1/15/2027	1/19/2027	1/20/2027	1/19/2027	1/21/2027	1/26/2027	1/27/2027
15	10	2/12/2027	2701030	**1/17/2027**	**1/30/2027**	1/29/2027	2/2/2027	2/3/2027	2/2/2027	2/4/2027	2/9/2027	2/10/2027
16	9	2/26/2027	2701040	**1/31/2027**	**2/13/2027**	2/12/2027	2/16/2027	2/17/2027	2/16/2027	2/18/2027	2/23/2027	2/24/2027
17	8	3/15/2027	2701050	**2/14/2027**	**2/27/2027**	2/26/2027	3/2/2027	3/3/2027	3/2/2027	3/4/2027	3/10/2027	3/11/2027
18	7	3/31/2027	2701060	**2/28/2027**	**3/13/2027**	3/12/2027	3/16/2027	3/17/2027	3/16/2027	3/18/2027	3/26/2027	3/27/2027
19	6	4/15/2027	2701070	**3/14/2027**	**3/27/2027**	3/19/2027	3/30/2027	3/31/2027	3/30/2027	4/1/2027	4/12/2027	4/13/2027
20	5	4/30/2027	2701080	**3/28/2027**	**4/17/2027**	4/16/2027	4/19/2027	4/20/2027	4/19/2027	4/21/2027	4/26/2027	4/27/2027
21	4	5/14/2027	2701090	**4/18/2027**	**5/1/2027**	4/30/2027	5/4/2027	5/5/2027	5/4/2027	5/6/2027	5/11/2027	5/12/2027
22	3	5/28/2027	2701100	**5/2/2027**	**5/15/2027**	5/14/2027	5/18/2027	5/19/2027	5/18/2027	5/20/2027	5/25/2027	5/26/2027
			10 month (3) INST Summer Checks / 10 month FYCA (2) INST Summer checks									
23	2	6/15/2027	2701110	**5/16/2027**	**5/22/2027**	5/21/2027	5/25/2027	5/26/2027	5/25/2027	5/27/2027	6/10/2027	6/11/2027
24	1	6/30/2027	2701120	**5/23/2027**	**6/30/2027**	**12-Month 6/10/2027 All Others Last Work Day**	6/15/2027	6/16/2027	6/15/2027	6/17/2027	6/24/2027	6/25/2027
			11 month (2) INST Summer Checks									

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Board Approved: __-__-____

CLAY COUNTY DISTRICT SCHOOLS
2026 – 2027 PAYROLL CALENDAR
EMPLOYEE WORK DAYS

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	7/1/26-6/30/27	7/20/26-6/14/27	8/3/26-5/28/27	8/3/26-5/28/27	8/7/26-5/27/27	7/28/26-5/27/27	8/10/26-5/27/27	8/10/26-5/26/27
						12 month Administrators, Instructional, Support	11 month Administrators, Instructional, Support	10 month Cafe Manager	10 month Instructional, Support	9 month Classroom Assistants, 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		7/9/2026	2601122	6/1/2026	6/30/2026	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
1	24	7/15/2026	2601130	7/1/2026	7/7/2026	5	N/A	N/A	N/A	N/A	N/A	N/A	N/A
2	23	7/31/2026	2601140	7/8/2026	7/18/2026	8	N/A	N/A	N/A	N/A	N/A	N/A	N/A
3	22	8/14/2026	2601150	7/19/2026	8/1/2026	10	10	N/A	N/A	N/A	2	N/A	N/A
4	21	8/31/2026	2601160	8/2/2026	8/15/2026	10	10	10	10	6	4	5	5
5	20	9/15/2026	2601170	8/16/2026	8/29/2026	10	10	10	10	10	10	10	10
6	19	9/30/2026	2601180	8/30/2026	9/12/2026	10	10	10	10	10	10	10	10
7	18	10/15/2026	2601190	9/13/2026	9/26/2026	10	10	10	10	10	10	10	10
8	17	10/30/2026	2601200	9/27/2026	10/17/2026	15	15	15	15	14	14	14	14
9	16	11/13/2026	2601210	10/18/2026	10/31/2026	10	10	10	10	10	10	9	10
10	15	11/30/2026	2601220	11/1/2026	11/14/2026	10	10	10	10	10	10	10	10
11	14	12/15/2026	2601230	11/15/2026	11/28/2026	9	6	6	6	6	6	6	6
12	13	12/31/2026	2601240	11/29/2026	12/12/2026	10	10	10	10	10	10	10	10
13	12	1/15/2027	2701010	12/13/2026	1/2/2027	15	7	7	7	7	7	6	6
14	11	1/29/2027	2701020	1/3/2027	1/16/2027	10	10	10	10	9	9	9	9
15	10	2/12/2027	2701030	1/17/2027	1/30/2027	10	10	10	10	10	10	10	10
16	9	2/26/2027	2701040	1/31/2027	2/13/2027	10	10	10	10	10	10	10	10
17	8	3/15/2027	2701050	2/14/2027	2/27/2027	10	9	9	9	9	9	9	9
18	7	3/31/2027	2701060	2/28/2027	3/13/2027	10	10	10	10	10	10	10	10
19	6	4/15/2027	2701070	3/14/2027	3/27/2027	10	5	5	5	4	4	4	4
20	5	4/30/2027	2701080	3/28/2027	4/17/2027	15	14	15	14	14	14	14	14
21	4	5/14/2027	2701090	4/18/2027	5/1/2027	10	10	10	10	10	10	10	10
22	3	5/28/2027	2701100	5/2/2027	5/15/2027	10	10	10	10	10	10	10	10
			10 month (3) INST Summer Checks / 10 month FYCA (2) INST Summer checks										
23	2	6/15/2027	2701110	5/16/2027	5/22/2027	5	5	5	5	5	5	5	5
24	1	6/30/2027	2701120	5/23/2027	6/30/2027	28	15	5	5	4	4	4	3
			11 month (2) INST Summer Checks										
						260	216	197	196	188	188	185	185

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CLAY COUNTY DISTRICT SCHOOLS
2026 - 2027 PAYROLL CALENDAR
12 MONTH EMPLOYEES

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	7/1/26-6/30/27 12 month Administrators, Instructional, Support	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES
SUMMER/CLOSEOUT		7/9/2026	2601122	6/1/2026	6/30/2026	N/A			
1	24	7/15/2026	2601130	7/1/2026	7/7/2026	5	Independence Day 7/2		
2	23	7/31/2026	2601140	7/8/2026	7/18/2026	8			
3	22	8/14/2026	2601150	7/19/2026	8/1/2026	10			
4	21	8/31/2026	2601160	8/2/2026	8/15/2026	10			
5	20	9/15/2026	2601170	8/16/2026	8/29/2026	10			Insurance Deductions Begin
6	19	9/30/2026	2601180	8/30/2026	9/12/2026	10	Labor Day 9/7		
7	18	10/15/2026	2601190	9/13/2026	9/26/2026	10			
8	17	10/30/2026	2601200	9/27/2026	10/17/2026	15			
9	16	11/13/2026	2601210	10/18/2026	10/31/2026	10			
10	15	11/30/2026	2601220	11/1/2026	11/14/2026	10	Veteran's Day 11/11		
11	14	12/15/2026	2601230	11/15/2026	11/28/2026	9	Thanksgiving 11/26	11/27	
12	13	12/31/2026	2601240	11/29/2026	12/12/2026	10			
13	12	1/15/2027	2701010	12/13/2026	1/2/2027	15	Christmas 12/25 New Year's 1/1		
14	11	1/29/2027	2701020	1/3/2027	1/16/2027	10			
15	10	2/12/2027	2701030	1/17/2027	1/30/2027	10	MLK Day 1/18		
16	9	2/26/2027	2701040	1/31/2027	2/13/2027	10			
17	8	3/15/2027	2701050	2/14/2027	2/27/2027	10			
18	7	3/31/2027	2701060	2/28/2027	3/13/2027	10			
19	6	4/15/2027	2701070	3/14/2027	3/27/2027	10	Good Friday 3/26		
20	5	4/30/2027	2701080	3/28/2027	4/17/2027	15			
21	4	5/14/2027	2701090	4/18/2027	5/1/2027	10			
22	3	5/28/2027	2701100	5/2/2027	5/15/2027	10			
23	2	6/15/2027	2701110	5/16/2027	5/22/2027	5			
24	1	6/30/2027	2701120	5/23/2027	6/30/2027	28	Memorial Day 5/31		Insurance Deductions End 6/1 (4) Day work week begins
						260	**TOTAL WORK DAYS**		

12 Month personnel receive 1/24 of their calculated contract pay each pay date

12 month Adult Temporary/Miscellanous Labor personnel are paid based on this payroll calendar

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Board Approved: __-__-____

CLAY COUNTY DISTRICT SCHOOLS
2026 - 2027 PAYROLL CALENDAR
11 MONTH EMPLOYEES

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	7/20/26-6/14/27 11 month Administrators, Instructional, Support	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES
SUMMER/CLOSEOUT		7/9/2026	2601122	6/1/2026	6/30/2026	N/A			
1	24	8/14/2026	2601150	7/19/2026	8/1/2026	10			
2	23	8/31/2026	2601160	8/2/2026	8/15/2026	10			
3	22	9/15/2026	2601170	8/16/2026	8/29/2026	10			Insurance Deductions Begin
4	21	9/30/2026	2601180	8/30/2026	9/12/2026	10	Labor Day 9/7		
5	20	10/15/2026	2601190	9/13/2026	9/26/2026	10			
6	19	10/30/2026	2601200	9/27/2026	10/17/2026	15			
7	18	11/13/2026	2601210	10/18/2026	10/31/2026	10			
8	17	11/30/2026	2601220	11/1/2026	11/14/2026	10	Veteran's Day 11/11		
9	16	12/15/2026	2601230	11/15/2026	11/28/2026	6	Thanksgiving 11/26	11/23-11/25 and 11/27	
10	15	12/31/2026	2601240	11/29/2026	12/12/2026	10			
11	14	1/15/2027	2701010	12/13/2026	1/2/2027	7	Christmas 12/25 New Year's 1/1	12/21-12/24, 12/28-12/31	
12	13	1/29/2027	2701020	1/3/2027	1/16/2027	10			
13	12	2/12/2027	2701030	1/17/2027	1/30/2027	10	MLK Day 1/18		
14	11	2/26/2027	2701040	1/31/2027	2/13/2027	10			
15	10	3/15/2027	2701050	2/14/2027	2/27/2027	9		President's Day 2/15	
16	9	3/31/2027	2701060	2/28/2027	3/13/2027	10			
17	8	4/15/2027	2701070	3/14/2027	3/27/2027	5		Spring Break 3/22-3/26	
18	7	4/30/2027	2701080	3/28/2027	4/17/2027	14		Fair Day 4/02	
19	6	5/14/2027	2701090	4/18/2027	5/1/2027	10			
20	5	5/28/2027	2701100	5/2/2027	5/15/2027	10			
21	4	6/15/2027	2701110	5/16/2027	5/22/2027	5			
22	3	6/30/2027	2701120	5/23/2027	6/30/2027	15		Memorial Day 5/31	Insurance Deductions End 6/1 (4) Day work week begins
23-24	1-2	**6/30/2027**					**(2) Instructional Summer Checks**		
						216	**TOTAL WORK DAYS**		

11 month Adult Temporary/Miscellanous labor personnel are paid based on this payroll calendar

DRAFT

Board Approved: __-__-____

CLAY COUNTY DISTRICT SCHOOLS
2026 - 2027 PAYROLL CALENDAR
10 MONTH EMPLOYEES

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	8/3/26-5/28/27 10 month Cafe Manager	8/3/26-5/28/27 10 month Instructional, Support	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES
SUMMER/CLOSEOUT		7/9/2026	2601122	6/1/2026	6/30/2026	N/A	N/A			
1	21	8/31/2026	2601160	8/2/2026	8/15/2026	10	10			
2	20	9/15/2026	2601170	8/16/2026	8/29/2026	10	10			Insurance Deductions Begin
3	19	9/30/2026	2601180	8/30/2026	9/12/2026	10	10	Labor Day 9/7		
4	18	10/15/2026	2601190	9/13/2026	9/26/2026	10	10			
5	17	10/30/2026	2601200	9/27/2026	10/17/2026	15	15			
6	16	11/13/2026	2601210	10/18/2026	10/31/2026	10	10			
7	15	11/30/2026	2601220	11/1/2026	11/14/2026	10	10	Veteran's Day 11/11		
8	14	12/15/2026	2601230	11/15/2026	11/28/2026	6	6	Thanksgiving 11/26	11/23-11/25, 11/27	
9	13	12/31/2026	2601240	11/29/2026	12/12/2026	10	10			
10	12	1/15/2027	2701010	12/13/2026	1/2/2027	7	7	Christmas 12/25 New Year's 1/1	12/21-12/24, 12/28-12/31	
11	11	1/29/2027	2701020	1/3/2027	1/16/2027	10	10			
12	10	2/12/2027	2701030	1/17/2027	1/30/2027	10	10	MLK Day 1/18		
13	9	2/26/2027	2701040	1/31/2027	2/13/2027	10	10			
14	8	3/15/2027	2701050	2/14/2027	2/27/2027	9	9		President's Day 2/15	
15	7	3/31/2027	2701060	2/28/2027	3/13/2027	10	10			
16	6	4/15/2027	2701070	3/14/2027	3/27/2027	5	5		Spring Break 3/22-3/26	
17	5	4/30/2027	2701080	3/28/2027	4/17/2027	15	14		10- Month Inst & Support Fair Day 4/02	4/2 Fair Day Working Day for 10-Month Cafeteria Managers
18	4	5/14/2027	2701090	4/18/2027	5/1/2027	10	10			
19	3	5/28/2027	2701100	5/2/2027	5/15/2027	10	10			
22-24			**(3) Instructional Summer Checks**							
20	2	6/15/2027	2701110	5/16/2027	5/22/2027	5	5			
21	1	6/30/2027	2701120	5/23/2027	6/30/2027	5	5			Insurance Deductions End 5/28 Last Working Day
						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/Miscellaeous labor are paid based on this payroll calendar

DRAFT

Board Approved: __-__-____

CLAY COUNTY DISTRICT SCHOOLS
2026 - 2027 PAYROLL CALENDAR
FLORIDA YOUTH CHALLENGE ACADEMY

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	7/28/26-6/15/27 FYCA 10 month Instructional	PAID HOLIDAY	NON WORK NON PAID DAY(S)	ADDITIONAL NOTES
SUMMER/CLOSEOUT		7/9/2026	2601122	6/1/2026	6/30/2026	N/A			
1	24	8/14/2026	2601150	7/19/2026	8/1/2026	4			7/28/25 First Day of Work
2	23	8/31/2026	2601160	8/2/2026	8/15/2026	10			
3	22	9/15/2026	2601170	8/16/2026	8/29/2026	10			Insurance Deductions Begin
4	21	9/30/2026	2601180	8/30/2026	9/12/2026	10	9/7 Labor Day		
5	20	10/15/2026	2601190	9/13/2026	9/26/2026	8		9/24 & 9/25	
6	19	10/30/2026	2601200	9/27/2026	10/17/2026	15			
7	18	11/13/2026	2601210	10/18/2026	10/31/2026	10			
8	17	11/30/2026	2601220	11/1/2026	11/14/2026	10	11/11 Veteran's Day		
9	16	12/15/2026	2601230	11/15/2026	11/28/2026	8	11/26 Thanksgiving	11/25 & 11/27	
10	15	12/31/2026	2601240	11/29/2026	12/12/2026	10			
11	14	1/15/2027	2701010	12/13/2026	1/2/2027	4	12/25 Christmas 1/1 New Year's Day	12/16-12/18 & 12/21-12/24 12/28-12/31	
12	13	1/29/2027	2701020	1/3/2027	1/16/2027	0		1/4 - 1/8 1/11 - 1/15	
13	12	2/12/2027	2701030	1/17/2027	1/30/2027	6	1/18 MLK Day		
14	11	2/26/2027	2701040	1/31/2027	2/13/2027	10			
15	10	3/15/2027	2701050	2/14/2027	2/27/2027	9		2/15 President's Day	
16	9	3/31/2027	2701060	2/28/2027	3/13/2027	8		3/4 & 3/5	
17	8	4/15/2027	2701070	3/14/2027	3/27/2027	8		3/25 & 3/26	
18	7	4/30/2027	2701080	3/28/2027	4/17/2027	15			
19	6	5/14/2027	2701090	4/18/2027	5/1/2027	10			
20	5	5/28/2027	2701100	5/2/2027	5/15/2027	10			
23-24	1-2		**(2) Instructional Summer Checks**						
21	4	6/15/2027	2701110	5/16/2027	5/22/2027	5			
22	3	6/30/2027	2701120	5/23/2027	6/30/2027	16		5/31 Memorial Day	Insurance Deductions End 6/15/27 Last Day of Work
10 month instructional personnel are paid 1/24 of their calculated contract each pay date						**196**	**TOTAL WORK DAYS**		

DRAFT

Board Approved: __-__-____

CLAY COUNTY DISTRICT SCHOOLS
2026 - 2027 PAYROLL CALENDAR
9 MONTH EMPLOYEES

# Checks	Remaining Checks	PAY DATE	Pay Period	BEGIN DATE	END DATE	8/7/26-5/27/27	7/28/26-5/27/27	8/10/26-5/27/27	8/10/26-5/26/27	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		7/9/2026	2601122	6/1/2026	6/30/2026							
1	21	8/31/2026	2601160	8/2/2026	8/15/2026	6	4	5	5			
2	20	9/15/2026	2601170	8/16/2026	8/29/2026	10	10	10	10			Insurance Deductions Begin
3	19	9/30/2026	2601180	8/30/2026	9/12/2026	10	10	10	10	Labor Day 9/7		
4	18	10/15/2026	2601190	9/13/2026	9/26/2026	10	10	10	10			
5	17	10/30/2026	2601200	9/27/2026	10/17/2026	14	14	14	14		Teacher Planning 10/12	
6	16	11/13/2026	2601210	10/18/2026	10/31/2026	10	10	9	10		Early Release 10/30 Elem Cafe Assistants & Van Drivers	
7	15	11/30/2026	2601220	11/1/2026	11/14/2026	10	10	10	10	Veteran's Day 11/11		
8	14	12/15/2026	2601230	11/15/2026	11/28/2026	6	6	6	6	Thanksgiving 11/26	11/23-11/25, 11/27	
9	13	12/31/2026	2601240	11/29/2026	12/12/2026	10	10	10	10			
10	12	1/15/2027	2701010	12/13/2026	1/2/2027	7	7	6	6	Christmas 12/25 New Year's 1/1	Early Release 12/18 All Cafe Assistants & Van Drivers 12/21-12/24, 12/28-12/31	
11	11	1/29/2027	2701020	1/3/2027	1/16/2027	9	9	9	9		Teacher Planning 1/4	
12	10	2/12/2027	2701030	1/17/2027	1/30/2027	10	10	10	10	MLK Day 1/18		
13	9	2/26/2027	2701040	1/31/2027	2/13/2027	10	10	10	10			
14	8	3/15/2027	2701050	2/14/2027	2/27/2027	9	9	9	9		President's Day 2/15	
15	7	3/31/2027	2701060	2/28/2027	3/13/2027	10	10	10	10			
16	6	4/15/2027	2701070	3/14/2027	3/27/2027	4	4	4	4		Planning Day 3/19 Spring Break 3/22-3/26	
17	5	4/30/2027	2701080	3/28/2027	4/17/2027	14	14	14	14		Fair Day 4/02	
18	4	5/14/2027	2701090	4/18/2027	5/1/2027	10	10	10	10			
19	3	5/28/2027	2701100	5/2/2027	5/15/2027	10	10	10	10			
20	2	6/15/2027	2701110	5/16/2027	5/22/2027	5	5	5	5			
21	1	6/30/2027	2701120	5/23/2027	6/30/2027	4	4	4	3			Insurance Deductions End 5/26 Last Day Jr/Sr Cafe Asst/Van Drivers 5/27 Last Day All other 9-Month Employees
						188	**186**	**185**	**185**	**Total Work Days**		

9 month Adult Temporary/Miscellaeous/Student labor personnel are paid based on this payroll calendar

DRAFT

Board Approved: __-__-____

March 5, 2026 - Regular School Board Meeting

Title

C14 - Deletion of Certain Items Report - February, 2026

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 January, 2025.

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.

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 - February, 2026 as submitted.

Contact

Dawn Posey,
Assistant Superintendent for Business Affairs
(904)-336-6721
dawn.posey@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 ANALYSIS Feb. 2025- 2026 - Sheet1.pdf
- MONTHLY DELETION REPORT - FEB 2026.pdf

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Monthly Deletion Analysis / February 2025 2026			
Cost Center	**Asset**	**Item, Reason for Deletion**	**Type of Deletion**
OPE - 0201	16000396	DUPLICATOR: W/DOC FEEDER-RICOH / BROKEN	D1

D1 = PARTED OUT/JUNK

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Clay County Public Schools
Monthly Deletion Report
For Month Ending: 02/28/2026

Disposal Method	Tag	Description		Acquisition Date	Disposal Date	Purchase Amount	Depreciation Value
LCTN	**0201**	**ORANGE PARK ELEMENTARY**					
Junk/Parts	16000396	DUPLICATOR: W/DOC FEEDER-RICOH	Furniture,Fixtures & Equipment	02/25/2016	02/02/2026	3,921.00	0.00
						3,921.00	**0.00**

Total Furniture	Total Vehicles	Total Audio Visual	Total Software	Totals for Deletion Report	
3,921.00	**0.00**	**0.00**	**0.00**	**3,921.00**	**0.00**

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)

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C15 - BID Renewals

Description

Renew BID as required per FS 287, DOE 6A-1.012 and School Board Policy
a. Fencing and Gates Installation and Repair – County Wide Bid #23-F-241: Contract Period is May 8, 2026 through May 7, 2027. The contract period is for one (1) year and is the first of three renewal options.
b. Exterior Door Replacements – County Wide #23-MA-325: Contract Period is May 5, 2026 through May 4, 2027. This contract period is for one (1) year and is the third of three renewals.

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 and/or services to ensure our students and staff receive the products and/or services 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 contracts were 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. Fencing and Gates Installation and Repair – County Wide Bid #23-F-241:

-Armstrong Fence Co, 3226 Talleyrand Ave, Jacksonville, FL 32206

b. Exterior Door Replacements – County Wide #23-MA-325:

-Superior Hardware Products 716 Industry Drive, Longwood, FL 32750

Contact

Ms. Dawn Posey, Assistant Superintendent for Business Affairs, Phone: (904)336-6721, Email: dawn.posey@myoneclay.net

Financial Impact

a. Fencing and Gates Installation and Repair – County Wide Bid #23-F-241: The total estimated expenditure for the one (1) year contract renewal is $1,200,000.00 from General and Capital Revenue.

b. Exterior Door Replacements – County Wide #23-MA-325: The total estimated expenditure for the one (1) year contract renewal is $400,000.00 from General and Capital Revenue.

Review Comments

Attachments

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C16 - RFP to be Awarded

Description

Award RFP as required per FS 287, DOE 6A-1.012 and School Board Policy
a. Wireless Access Points RFP #25-MI-90: Purchase shall align with E-Rate Funding Year 2026, FCC Form 470 Application Number 260006014 26SBCC-470_C2. The RFP was established for the purchase of Meraki CW9164 Wi-Fi 6E (802.11ax) indoor Wireless Access Points (WAP or AP), and Meraki MR86 Wi-Fi 6 (802.11ax) outdoor Wireless Access Points (WAP or AP) or equivalent, and any necessary licenses, antennas, cables, mounting brackets, training to be used at various schools and facilities throughout Clay County. The vendor awarded was the highest-ranking firm by the RFP selection committee.

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 and/or services to ensure our students and staff receive the products and/or services to meet their needs.

Previous Outcomes

The District has no prior Board approved Bids or RFPs for this type of service.

Expected Outcomes

Upon approval by the Board, we expect the contractors and vendors to provide quality services and products at the terms and conditions listed in the RFP.

Strategic Plan Goal

Goal 5; Strategy 5.4; Enhance fiscal practices that enable the district to maximize effectiveness and efficiency.

Recommendation

Award RFP as follows:
a. Wireless Access Points RFP #25-MI-90:

- GovConnection Inc. DBA Connection Public Sector Solutions, 732 Milford Road, Merrimack, NH 03054

Contact

Ms. Dawn Posey, Assistant Superintendent for Business Affairs, Phone: (904)336-6721, Email: dawn.posey@myoneclay.net

Financial Impact

a. Wireless Access Points RFP #25-MI-90: Estimated Total $3,596,397.88 from E-Rate and General Funds. The District pays 20% estimated $719,249.58 via SPI invoicing for E-Rate. Cost for the hardware & the required licenses for 7 years.

Review Comments

Attachments

4 RFP 25-MI-90 Award _ FCC Form 470 260006014 26SBCC-470_C2.pdf

DRAFT

CLAY COUNTY DISTRICT SCHOOLS
PURCHASING AND MATERIAL MANAGEMENT
800 CENTER 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
Robert Alvero, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

February 5, 2026

Ray McIlwain
GovConnection Inc. DBA Connection Public Sector Solutions
732 Milford Road
Merrimack, NH 03054

SUBJECT: Wireless Access Points RFP #25-MI-90 Award Recommendation / Award Letter

Dear Ray McIlwain:

We are pleased to inform you that the SBCC Purchasing Department intends to recommend Connection Public Sector Solutions for the award of RFP 25-MI-90 (Wireless Access Points) at the School Board scheduled for March 5, 2026.

As stated in the RFP:

It is expressly understood that the SBCC's preference/selection of any proposal does not constitute an award of a Contract with the SBCC. It is further expressly understood that no contractual relationship exists with the SBCC until a written Contract has been formally executed by both the SBCC, and the selected contractor.

Any and all special conditions and specifications attached hereto that vary from these General Conditions shall have precedence. The accompanying RFP constitute an offer from the bidder. If any or all parts of the RFP are accepted by the School Board of Clay County, an authorized representative of the Purchasing Department shall issue an officially signed Award Letter which shall then constitute the completed written agreement between the parties. The conditions of the Award Letter become a part of the written agreement between the parties.

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In accordance with the RFP, upon executation by both parties, this Award Letter becomes a part of the written agreement for RFP 25-MI-90. **Please sign below indicating your acknowledgement of the Award and return the signed document by email to District9056@myoneclay.net no later than February 19, 2026.**

Insurance Certificates (COI) as specified on page 6-7 of the RFP shall list Clay County School Board, 800 Center Street, Green Cove Springs, FL 32043 as Certificate Holder (with a 30-day Notice of Cancellation or Change in Coverage) and list Clay County School Board as Additional Insured.

No Purchase Orders and/or Payments will be made under this Contract until the documents mentioned above (Signed Award Letter and Certificate of Insurance) are received by the Purchasing Department. The Vendor shall not acquire any legal or equitable rights relative to RFP until the recommendation of award is accept and approved by the School Board of Clay County at a Board Meeting. The SBCC further reserves the right to cancel this recommendation at any time.

Thank you for your response and your interest in serving the needs of the School Board of Clay County.

SCHOOL BOARD OF CLAY COUNTY, FLORIDA

_____
Authorized Signature

_____
Print Name Date

_____
Title

CONNECTION PUBLIC SECTOR SOLUTIONS

Ray McIlwain
Authorized Signature

Raymond McIlwain 2/12/26
Print Name Date

Sr Dir. of Contracts & Compliance
Title

Universal Service Administrative Co.

FCC Form 470 – Funding Year 2026

Form 470 Application Number: 260006014
26SBCC-470_C2

Billed Entity
SCHOOL BOARD OF CLAY COUNTY
900 WALNUT ST GREEN COVE SPRINGS, FL 32043
904-336-9579

Billed Entity Number: 146121
FCC Registration Number: 0012014361

Contact Information
Chris Lenhardt
clenhardt@erateelite.com
410-902-5800 ext.102

Number of Eligible Entities: 47

Application Type
Applicant Type: School District
Recipients of Services: General-Use School; New Construction School; Pre-K; Public School; Public School District

DRAFT

Consulting Firms

Name	Consultant Registration Number	Phone Number	Email
E-Rate Elite Services, Inc.	16024803	410-902-5800	clenhardt@erateelite.com

Consultants

Name	Phone Number	Email
Chris Lenhardt	410-902-5800 ext.102	clenhardt@erateelite.com
Dave LeNard	410-902-5800	dlenard@erateelite.com
Garnet Person	410-902-5800	gperson@erateelite.com

RFPS

ID	Name
215068	1 RFP 25_MI_90 Final Document
215837	2 RFP 25_MI_90 Addendum 1

Category One Service Requests

Service Type	Function	Function Other Description	Minimum Capacity	Maximum Capacity	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs

Description of Other Functions

ID	Name

Narrative

Category Two Service Requests

Service Type	Function	Manufacturer	Manufacturer Other Description	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs
Internal Connections	Wireless Access Points and Necessary Software and Licenses	Meraki or equivalent			4040	Each	No	215068, 215837
Basic Maintenance of Internal Connections	Wireless Access Points	Other	1		4040	Each		215068, 215837
Internal Connections	Racks	Meraki or equivalent			4040	Each	No	215068, 215837

Description of Other Manufacturers

ID	Name
1	Meraki or equivalent

Narrative
The School Board of Clay County is seeking proposals for a total quantity of up to 4,000 Meraki CW9164 Wi-Fi 6E (802.11ax) indoor Wireless Access Points (WAP or AP) or equivalent, a total quantity of up to 40 Meraki MR86 Wi-Fi 6 (802.11ax) outdoor Wireless Access Points (WAP or AP) or equivalent, and any necessary licenses, antennas, cables, mounting brackets, etc., plus training on the configuration and operation of the proposed solution. Please note: The District does not require any installation or configuration services for the requested WAPs. The School Board reserves the sole right to establish a product as equivalent. Please see the attached RFP for additional specifications, requirements, and important dates pertaining to this solicitation.

Technical Contact

DRAFT

State and Local Procurement Restrictions

Please see the attached RFP.

Billed Entities

Billed Entity Number	Billed Entity Name
146121	SCHOOL BOARD OF CLAY COUNTY

Certifications

I certify that the applicant includes:

I certify that the applicant includes schools under the statutory definitions of elementary and secondary schools found in the No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801 (18) and (38), that do not operate as for-profit businesses, and do not have endowments exceeding $50 million.

Other Certifications

I certify that this FCC Form 470 and any applicable RFP will be available for review by potential bidders for at least 28 days before considering all bids received and selecting a service provider. I certify that all bids submitted will be carefully considered and the bid selected will be for the most cost-effective service or equipment offering, with price being the primary factor, and will be the most cost-effective means of meeting educational needs and technology goals.

I certify that I will retain required documents for a period of at least 10 years (or whatever retention period is required by the rules in effect at the time of this certification) after the later of the last day of the applicable funding year or the service delivery deadline for the associated funding request. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the form for, receipt of, and delivery of services receiving schools and libraries discounts. I acknowledge that I may be audited pursuant to participation in the schools and libraries program.

I certify that I have reviewed all applicable FCC, state, and local procurement/competitive bidding requirements and that I have complied with them. I acknowledge that persons willfully making false statements on this form may be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001.

I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the schools and libraries support mechanism are subject to suspension and debarment from the program.

I certify that the services the applicant purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes, see 47 C.F.R. § 54.500, and will not be sold, resold or transferred in consideration for money or any other thing of value, except as permitted by the Commission's rules at 47 C.F.R. § 54.513. Additionally, I certify that the entity or entities listed on this form have not received anything of value or a promise of anything of value, other than services and equipment sought by means

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of this form, from the service provider, or any representative or agent thereof or any consultant in connection with this request for services.

I acknowledge that support under this support mechanism is conditional upon the school(s) and/or library(ies) I represent securing access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that I have considered what financial resources should be available to cover these costs. I certify that I am authorized to procure eligible services for the eligible entity(ies). I certify that I am authorized to submit this request on behalf of the eligible entity(ies) listed on this form, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

NOTICE:

In accordance with Section 54.503 of the Federal Communications Commission's ("Commission") rules, certain schools and libraries ordering services that are eligible for and seeking universal service discounts must file this Description of Services Requested and Certification Form (FCC Form 470) with the Universal Service Administrator. 47 C.F.R. § 54.503. The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended. 47 U.S.C. § 254. The data in the report will be used to ensure that schools and libraries comply with the competitive bidding requirement contained in 47 C.F.R. § 54.503. Schools and libraries must file this form themselves or as part of a consortium.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

The FCC is authorized under the Communications Act of 1934, as amended, to collect the information requested in this form. We will use the information you provide to determine whether you have complied with the competitive bidding requirements applicable to requests for universal service discounts. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, the information you provide in this form may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information you provide in this form may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, information provided in or submitted with this form, or in response to subsequent inquiries, may also be subject to disclosure consistent with the Communications Act of 1934, FCC regulations, the Freedom of Information Act, 5 U.S.C. § 552, or other applicable law.

If you owe a past due debt to the federal government, the information you provide in this form may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized.

If you do not provide the information we request on the form, the FCC or Universal Service Administrator may return your form without action or deny a related request for universal service discounts.

The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, et seq.

Public reporting burden for this collection of information is estimated to average 3.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation

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and Records Management, Washington, DC 20554. We also will accept your comments via the email if you send them to PRA@FCC.gov. DO NOT SEND COMPLETED WORKSHEETS TO THESE ADDRESSES.

Authorized Person

Chris Lenhardt

E-Rate Elite Services, Inc.

P.O. Box 563, Erate Elite Services Owings Mills, MD 21117 Baltimore

410-902-5800 ext.102

Certified Timestamp

11/26/2025 10:01 AM EST

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RFP Response

School Board of Clay County

FCC Form 470: 260006014

Due: 2026-01-05

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SUBMIT RFP BY EMAIL ONLY TO:

SCHOOL BOARD OF CLAY COUNTY
PURCHASING DEPARTMENT

erate.proposals@myoneclay.net

REQUEST FOR PROPOSAL

Acknowledgement Form

Page 1 of 24 Pages	RFP WILL BE OPENED AT: **2:00 P.M. EST, JANUARY 5, 2026** and may not be withdrawn within 90 days after such date and time.	RFP NO. **25-MI-90**
POSTING TIME & DATE **10:00 A.M. EST November 26, 2025**	PURCHASING DEPARTMENT REPRESENTATIVE **Elaine L Barton-Weeks** **Coordinator of Purchasing** **Email: elaine.bartonweeks@myoneclay.net**	RFP TITLE **WIRELESS ACCESS POINTS**

VENDOR NAME

GovConnection Inc. DBA Connection Public Sector Solutions

VENDOR MAILING ADDRESS

732 Milford Road

CITY-STATE-ZIP

Merrimack, NH. 03054

TELEPHONE NUMBER: (**800**) **800 - 0019 x 75520**

FAX NUMBER: (**603**) **683-1104**

EMAIL ADDRESS:

jamie.stoltze@connection.com

"NO RFP" REASON FOR NOT SUBMITTING RFP

To qualify as a respondent, bidder shall submit only this bidder acknowledgement form and it shall be received no later than the stated RFP opening date and hour.

Ray McIlwain

AUTHORIZED SIGNATURE (MANUAL)

Ray McIlwain

AUTHORIZED SIGNATURE (TYPED or PRINTED)

Senior Manager, Contracts and Compliance

TITLE

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I hereby certify that I am submitting the following information as my firm's (Bidder) RFP and am authorized by Vendor/Contractor/Bidder to do so. Bidder agrees to complete and unconditional acceptance of the contents of all pages in this Request For Proposal (RFP), and all appendices and the contents of any Addenda released hereto; Bidder agrees to be bound to any and all specifications, terms, conditions contained in RFP, and any released Addenda and understand that the following are requirements of RFP and failure to comply will result in disqualification of RFP submitted; Bidder certifies this offer is made without prior understanding, agreement, or connection with any corporation, firm, business entity or person submitting an offer for the same materials, supplies, equipment, or services(s), and is in all respects fair and without collusion or fraud. Bidder acknowledges that all information contained herein is part of the public record as defined by State of Florida Sunshine and Public Records Laws; all responses, data and information contained in this RFP are true and accurate.

ELECTRONIC RFP: All RFP sheets, requested documents, and this acknowledgement form must be executed and submitted with the RFP. Proposals will only be accepted as a file attachment emailed to erate.proposals@myoneclay.net. Email subject reference line should read "RFP 25-MI-90 WAP Proposal". Emails received after January 5, 2026, 2:00PM EST will not be opened. All RFPs are subject to the conditions specified herein. Those which do not comply with these conditions are subject to RFP being considered Non-Responsive.

SIGNATURE REQUIRED CHECKLIST:

All Documents shall be submitted with RFP

X REQUEST FOR PROPOSAL ACKNOWLEDGEMENT FORM (Page 1)
X SPECIAL CONDITIONS (Page 8)
X RFP TENDER FORM (Page 14)
X EDGAR CERTIFICATION (Page 17)
X CERTIFICATION REGARDING DEBARMENT, SUSPENSION (Page 18)
X DRUG-FREE WORKPLACE CERTIFICATION (Page 19)
X NON-COLLUSION AFFIDAVIT (PAGE 20)
X DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST (Page 21)
X STATE OF FLORIDA DOCUMENTS (Page 22)
X APPLICANT STATEMENT and BACKGROUND (Page 23)
X EXPERIENCE and REFERENCES (Page 24)

SUBMITTAL REQUIRED CHECKLIST:

CLAY COUNTY DISTRICT SCHOOLS
PURCHASING AND MATERIAL MANAGEMENT
800 CENTER 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
Robert Alvero, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

ADDENDUM 1 POSTED AT 4:00 PM EST, ON DECEMBER 5, 2025

ADDENDUM 1 FOR RFP #25-MI-90
WIRELESS ACCESS POINTS

NOTE:
Replace Original RFP pages 9, 11, 13 & 14 with Addendum-1 pages 9, 11, 13 & 14 (attached)

NOTE: Vendor questions and District responses are hereby incorporated into the RFP, any changes or additions to the requirements/conditions and shall be included in your response.

Question 1:
The district is asking for License 6 year but on page 14 License 5 year is listed twice. Instead of a 6-year license would the district accept a 7-year license option if no 6-year option is available?

Answer 1:
Pages 9-14 have been updated to reflect a seven (7) year license option for Wireless Access Points. Use the attached pages 9-14 replacement pages when submitting your RFP.

REMINDER: Proposals are DUE at 2:00 PM EST, on January 5, 2026 and the Proposers should provide their best offer with the initial proposal since the District reserves the right to award a contract based on initial Proposal without any further negotiations.

Except as noted above, all other Conditions and Specifications remain unchanged. Include, as part of your proposal package an executed copy of this Addendum.

Sign and return this ADDENDUM 1 with your proposal

VENDOR NAME: **GovConnection Inc. DBA Connection Public Sector Solutions**
(Print)

SIGNATURE: Ray McIlwain

NAME & TITLE: **Ray McIlwain, Senior Director Contracts and Compliance**
(Print)

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GENERAL CONDITIONS

ELECTRONIC RFP REQUIREMENTS: Unless otherwise specified, bidders shall use the form(s) furnished by the Purchasing Department, of the School Board of Clay County, Florida ("SBCC" School Board or "District") and enter information only in the spaces where a response is requested. Any modifications or alterations to the original RFP documents by the bidder, whether intentional or otherwise, may constitute grounds for rejection of a RFP. Bidders may use an attachment as an addendum to the RFP if sufficient space is not available on the original form for the bidder to enter a complete response. For purpose of evaluation, the bidder shall indicate any and all variances from specifications, terms, and/or conditions regardless of how slight. If variations are not stated in the RFP, it shall be assumed that the product or service fully complies with the specifications, terms, and conditions herein.

BIDDER'S RESPONSIBILITY: It is the responsibility of the Bidder to be certain that all numbered pages of the RFP and all attachments thereto are received and all Addendum released are received prior to submitting a RFP without regard to how a copy of this RFP was obtained. All RFPs are subject to the conditions specified herein, on the attached RFP documents, and on any Addenda issued thereto.

RFP SUBMITTED: Completed RFP must be submitted electronically. No mailed proposals will be accepted. **RFPs must be received by email to erate.proposals@myoneclay.net on or before Due Date and Time listed on Acknowledgement Form.**

EXECUTION OF RFP: RFP shall contain a manual signature of an authorized representative, officer or employee having authority to legally bind the company or firm in the space provided above. All RFPs must be completed in ink or typewritten. Use of erasable ink is not permitted.

If a price correction is necessary, draw a single line through the entered figure and enter the corrected figure or use an opaque correction fluid. All price corrections must be initialed by the person signing the RFP even when using opaque correction fluid. SBCC reserves the right to reject any RFP or RFP item completed in pencil or any RFP that contains illegible entries or price corrections not initialed.

PRICES QUOTED: Deduct discounts and quote firm net prices. Give both unit price and extended total. Prices must be stated in units to quantity specified in the RFP specification. In case of discrepancy in computing the amount of the RFP, the **Unit Price** quoted shall govern. Each item must be RFP separately and no attempt is to be made to tie any item or items in with any other item or items. All prices quoted shall be F.O.B. destination and freight prepaid (Bidder pays and bears freight charges). Awardee owns goods in transit and files any claims. Bidder is requested to offer a cash discount for prompt invoice payment; however such discounts shall not be considered in determining the lowest net cost for RFP evaluation purposes. Discount time shall be computed from the date of satisfactory delivery at place of acceptance or from receipt of correct invoice at the SBCC Accounts Payable Department, whichever is later. *Cash or quantity discounts offered shall not be a consideration in determination of award of RFP(s).*

TAXES: SBCC does not pay Federal Excise and State taxes. The applicable tax exemption number is shown on the Purchase Order.

MISTAKES: Bidders are expected to examine the specifications, delivery schedules, RFP prices and extensions, and all instructions pertaining to RFP. Failure to do so shall be at Bidder's risk.

CONDITION AND PACKAGING: It is understood and agreed that any item offered or shipped as a result of this RFP shall be new (current production model at the time of this RFP) unless otherwise specified. All containers shall be suitable for storage or shipment and all prices shall include standard commercial packaging.

SUBSTITUTIONS: SBCC *SHALL NOT* accept substitute shipments of any kind. Awardees are expected to furnish the brand quoted in their RFP once awarded by SBCC. Any substitute shipments shall be returned at the Awardee's expense.

MANUFACTURER'S NAMES AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information, and/or catalog numbers listed in a specification are for information and not intended to limit competition. The bidder may offer any brand for which he is an authorized representative, which meets or exceeds the specification for any item(s). If RFPs are based on equivalent products, indicate the manufacturer's name and product number on the RFP form. Bidder shall submit cuts, sketches, and descriptive literature and/or complete specifications with their RFP. Reference to literature submitted with a previous RFP shall not satisfy this provision. The bidder shall also explain in detail the reason(s) why the proposed equivalent meets the specifications and should not be considered an exception thereto. The SBCC reserves the right to determine acceptance of item(s) as an approved equivalent. RFPs that do not comply with these requirements are subject to rejection. RFPs lacking any written indication of intent to RFP an alternate brand shall be received and considered in complete compliance with the specifications as listed on the RFP form. The Purchasing Department is to be notified of any proposed changes in (a) materials used, (b) manufacturing process, or (c) construction. However, changes shall not be binding upon the SBCC unless evidenced by a Change Notice issued and signed by authorized SBCC representative.

SAMPLES: Samples of items, when required, must be furnished free of expense within five (5) working days of request unless otherwise stated and, if not destroyed, will, upon request, be returned at the Bidder's expense. Bidders shall be responsible for removal of all samples furnished within 30 days after RFP opening or samples shall be disposed of. Each individual sample must be labeled with Bidder's name, RFP number and item number. Failure of Bidder to either deliver required samples or to clearly identify samples as indicated may be reason for rejection of RFP item. Unless otherwise indicated, samples should be delivered to SBCC Purchasing Department, 800 Center Street, Green Cove Springs, FL 32043.

DELIVERY: All deliveries shall be F.O.B. indicated destination; freight fully prepaid. Title to goods shall pass to SBCC upon receipt and acceptance at the destination unless indicated otherwise herein. Until acceptance, contractor retains the sole insurable interest in the goods. SBCC shall not accept collect freight charges. Time of delivery is an important consideration for the SBCC in making the award. SBCC reserves the right to cancel any order, or any part thereof, without obligation if delivery is not made within the time specified. Any delivery made after cancellation of the order shall be returned at the contractor's expense. Delivery shall be within the normal working hours of the user, Monday through Friday, excluding state holidays and days during which SBCC administration is closed.

AWARDS: In the best interest of the SBCC, the SBCC reserves the right to: 1) withdraw this RFP at any time prior to the time and date specified for the RFP opening; 2) make award(s) by individual item, group of items, all or none or combination thereof with one or more suppliers; 3) to acquire additional quantities at prices quoted on this RFP unless additional quantities are not acceptable, in which case, the RFP sheets must be noted "RFP IS FOR SPECIFIED QUANTITY ONLY."; 4) to reject any and all RFPs or waive any minor irregularity or technicality in RFPs received; and 5) when it is determined there is no competition to the lowest responsible bidder, evaluation of other RFPs are not required. Bidders are cautioned to make no assumptions unless their RFP has been evaluated as being responsive. Upon award of this RFP, the successful bidder shall be notified of award configuration in writing by Purchasing Department. Bidder who is awarded this contract resulting from this RFP is cautioned not to provide goods/services to any SBCC site or to any SBCC employee prior to receiving a purchase order issued by the SBCC Purchasing Department. Notification of award is not to be construed as authorization to provide goods/services. SBCC is not obligated to pay invoices for provision of goods/services for which SBCC Purchasing Department has not issued a purchase order, or invoices resulting from purchase order changes not authorized by SBCC. All awards made as a result of this RFP shall conform to applicable Florida Statutes and shall be governed by the laws of the State of Florida, and must have venue established in state court located in Clay County, Florida.

RFP OPENING: All RFPs shall be received by email no later than the date and time specified on the document. All RFPs received after that time shall not be considered. It is the bidder's responsibility to assure that their RFP is delivered. Public opening shall acknowledge receipt of RFPs only, details concerning pricing or the offering may not be announced. All RFPs submitted shall become public record in accordance with F.S. 119.071. RFP files may be examined during normal working hours by appointment.

PROPRIETARY INFORMATION: Pursuant to Chapter 119, Florida Statutes, RFPs received as a result of this RFP shall not become public record until thirty (30) days after the date of opening or until posting of the recommendation for award, whichever occurs first. Thereafter, all RFP documents or other materials submitted by all Bidders in response to this RFP shall be open for inspection by any person and in accordance with Chapter 119, Florida Statutes. To the extent a Bidder asserts any portion of its RFP is confidential and exempt, along with specific citations of the Florida Statutes establishing the confidentiality or exemption. Failure to identify the portions of the RFP claimed to be exempt or the specific statutory authority establishing the exemption shall be deemed a waiver by the Bidder that any unidentified portion of the RFP is confidential or exempt from disclosure under Chapter 119, Florida Statutes.

PUBLIC RECORDS REQUEST: All public records requests shall be administered by the District Records Office at 900 Walnut Street, Green Cove Springs, Florida 32043, phone 904.336-6500, or by email at: PRR@myoneclay.net

INSPECTION, ACCEPTANCE & TITLE: Inspection and acceptance shall be at destination unless otherwise provided. Title to/or risk of loss or damage to all items shall be the responsibility of the Awardee until acceptance by the buyer unless loss or damage resulting from negligence by the buyer. If the materials or services supplied to SBCC are found to be defective or not conform to specifications, SBCC reserves the right to cancel the order upon written notice to the seller and return product at Awardee's expense.

PAYMENT AND INVOICING: Contractor shall be paid in accordance with the Florida Local Government Prompt Payment Act, Florida Statutes Chapter 218, upon submission of invoices to the SBCC at the prices stipulated on the contract at the time the order is placed, less deductions if any, after delivery and acceptance of goods and services. An original invoice referencing a SBCC purchase order number shall be submitted for payment to SBCC Accounts Payable Department, 814 Walnut Street, Green Cove Springs, FL 32043. Failure to follow these instructions may result in delay in processing invoices for payment.

INSURANCE / LICENSES / PERMITS: Bidder, by virtue of submitting a RFP, shall be in full compliance with LIABILITY INSURANCE, LICENSES AND PERMITS as specified herein. Bidder shall take special notice that SBCC shall be named as an additional insured under the General Liability policy including Products Liability.

The insurance policies shall be issued by companies qualified to do business in the State of Florida. The insurance companies must be rated at least A- by AM Best. All policies must remain in effect during the performance of the contract.

Where Awardees are required to enter or go onto SBCC property to deliver materials or perform work or services as a result of a RFP award, the Awardee agrees to The Hold Harmless Agreement stated herein and shall assume the full duty obligation and expense of obtaining all necessary licenses, permits and insurance.

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GENERAL CONDITIONS

The Awardee shall be liable for any damages or loss to SBCC occasioned by negligence of the Awardee (or agent) or any person the Awardee has designated in the completion of the Contract as a result of their RFP.

RFP BONDS / PERFORMANCE BONDS: RFP bonds, when required, shall be submitted with the RFP in the amount specified in Special Conditions. RFP bonds shall be returned to non-Awardees. After acceptance of RFP, SBCC shall notify the Awardee to submit a performance bond and certificate of insurance in the amount specified in Special Conditions. Upon receipt of the performance bond, the RFP bond shall be returned to the Awardee.

LICENSES, CERTIFICATIONS AND REGISTRATIONS: As of the RFP Opening Date, Bidder must have all Licenses, Certifications and Registrations required when performing the services as described herein, in order for RFP to be considered a responsive and responsible RFP. Licenses, Certifications and Registrations required for this RFP shall be as required by Chapter 489, Florida Statutes, as currently enacted or as amended from time to time; by the State Requirements for Educational Facilities (SREF), latest version; and by SBCC. Bidder must submit a copy of all its current Licenses, Certifications and Registrations required as described herein, either with its RFP or within 24 hours upon request by SBCC.

An Awardee who has any License, Certification or Registration either suspended, revoked or expired after the date of the RFP Opening, shall provide notice to the Supervisor of Purchasing within five working days of such suspension, revocation or expiration. However, such suspension, revocation or expiration after the date of the RFP Opening shall not relieve the Awardee of its responsibilities under this RFP.

PATENTS & ROYALTIES: The Awardee, without exception, shall indemnify and save harmless SBCC and its employees from liability of any nature or kind, including cost and expenses for any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by SBCC. If the Awardee uses any design, device, or materials covered by letters, patent, or copyright, it is mutually understood and agreed without exception that the RFP prices shall include all royalties or cost arising from the use of such design, device or materials in any way involved in the work.

SAFETY STANDARDS / OSHA / MSDS: The Awardee warrants that the product supplied to SBCC shall conform in all respects to the standards set forth in the Occupational Safety and Health Act OSHA), as amended, and the failure to comply with this condition shall be considered as a breach of contract. The bidder further certifies that if they are the successful bidder and delivered product is subsequently found to be deficient pursuant to any OSHA requirement in effect on the date of delivery, all costs necessary to bring the material, equipment, etc. into compliance with aforementioned requirements shall borne solely by the bidder. The Manufacturer, Importer, or Distributor of a toxic substance shall provide all Material Safety Data Sheets (MSDS) with their RFP. (See Florida's Right-To-Know Law, Chapter 442, Florida Statutes.)

ASBESTOS / FORMALDEHYDE / LEAD-FREE: All building materials, pressed boards, and furniture supplied to SBCC shall be **100% asbestos free. It is desirous that all building materials, pressed boards and furniture supplied to SBCC also be 100% formaldehyde free.** Bidder, by virtue of bidding, certifies by signing RFP that, if awarded this RFP, only building materials, pressed boards, and/or furniture that is **100% asbestos free** shall be supplied. All material supplied to SBCC must be 100% lead free. Bidder, by virtue of signing RFP, certifies that only materials or equipment that is 100% lead free shall be supplied to SBCC.

CONTRACT WORK HOURS & SAFETY STANDARDS ACT: (34 CFR 80.36(i)(6)): All contractor, and subcontractors shall comply with sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR part 5). Applies to all construction contracts awarded by the District and subgrantees in excess of $2000, and in excess of $2500 for other contracts which involve the employment of mechanics or laborers).

TOXIC SUBSTANCES IN CONSTRUCTION, REPAIR OR MAINTENANCE OF EDUCATIONAL FACILITIES: (Fla. Statute 1013-49: (1) All toxic substances enumerated in the Florida Substance List that are to be used in the construction, repair or maintenance of educational facilities have restricted usage provisions. (2) Before any such substance may be used the contractor shall notify the SBCC Superintendent or the SBCC Project Manager/Supervisor in writing at least three (3) working days prior to using the substance. The notification shall contain: (a) The name of the substance to be used; (b) Where the substance is to be used: and (c) When the substance is to be used. A copy of a material safety data sheet shall be attached to the notification for each such substance.

GOVERNMENTAL RESTRICTIONS: In the event any governmental restrictions may be imposed which would necessitate alteration of the material, quality, workmanship or performance of the items offered on this proposal prior to their delivery, it shall be the responsibility of the supplier to notify the Purchasing Department in writing at once indicating in their submittal the specific regulation that required an alteration. The SBCC reserves the right to accept any such alteration, including any price adjustments occasioned thereby, or to cancel the contract at no expense to the SBCC.

FACILITIES: SBCC reserves the right to inspect the Awardee's facilities at any time with prior notice. RFPs shall be considered only from firms which are regularly engaged in the business of providing the goods and/or services as described in this RFP, have a record of performance for a reasonable period of time; have sufficient financial support equipment and organization to ensure that they can satisfactorily execute the services if awarded a contract under the terms and conditions herein stated. The term "equipment and organization" as used herein shall be construed to mean a fully equipped and well-established company in line with best business practices in the industry and as determined in discretion by the proper authorities of the SBCC. SBCC may use the information obtained from this in determining whether Bidder is a responsible Bidder.

SPECIAL CONDITIONS: The Superintendent or Designee has the authority to issue Special Conditions and Specifications as required for individual RFPs. Any and all Special Conditions that may vary from General Conditions shall have precedence.

DISPUTES: in the event of a conflict between the documents, the order of priority of the documents shall be as follows:

- Addenda released for this RFP, with the latest Addendum taking precedence, then;
- The RFP; then
- Bidder's submitted RFP.

In case of any other doubt or difference of opinion, the decision of SBCC shall be final and binding on both parties.

EXPENDITURE: No guarantee is given or implied as to any sums payable or the quantity or scope of any award under this RFP. SBCC is not obligated to place any order for goods/services as a result of this award. Order placement shall be based upon the needs and best interest of SBCC.

EXTENSION: In addition to any extension options contained herein, SBCC is granted the right to extend any award resulting from this RFP for the period of time necessary for SBCC to release, award and implement a replacement RFP for the goods, products and/or services provided through this RFP. Such extension shall be upon the same prices, terms and conditions as existing at the time of SBCC's exercise of this extension right. The period of any extension under this provision shall not be for a period in excess of six months from (a) the termination date of a contract entered into as a result of this RFP or (b) the termination date under any applicable period of extension under a contract entered into as a result of this RFP.

ASSIGNMENT: Neither any award of this RFP nor any interest in any award of this RFP may be assigned, transferred or encumbered by any party without the prior written consent from SBCC. There shall be no partial assignments of this RFP including, without limitation, the partial assignment of any right to receive payments from SBCC. The successful contractor shall not assign, transfer, convey, sublet, or otherwise dispose of this contract, or of any or all rights, title or interest herein, or their power to execute such contract to any person, company, or corporation without prior written consent of SBCC. The successful contractor has the sole and exclusive responsibility for furnishing services in accordance with this contract. The successful contractor obligations cannot be delegated.

PURCHASE AGREEMENT: This RFP and the corresponding Purchase Orders shall constitute the complete agreement. SBCC shall not accept proposed terms and conditions that are different than those contained in this Invitation to RFP, including pre-printed text contained on catalogs, price lists, other descriptive information submitted or any other materials. By virtue of submitting a RFP, Awardee agrees to not submit to any SBCC employee, for signature, any document that contains terms and conditions that are different than those contained herein and that in the event any document containing any term or condition that differs from those contained herein is executed, said document shall not be binding on SBCC.

FISCAL NON-APPROPRIATIONS CLAUSE: In the event sufficient budgeted funds are not available for a new fiscal period, the purchasing department shall notify the contractor of such an occurrence and the RFP and any resulting contract shall terminate on the last day of the current fiscal period without penalty or expense to the SBCC.

TIED RFP: In the event of tied or identical RFPs, preference shall be given to the RFP which certifies that a drug-free workplace has been implemented in accordance with Section 287.087 F.S. If all tied RFPs have a drug-free workplace program certification, the award of the tied RFP shall be decided by the flip of a coin in the presence of witnesses. The coin flip shall be administered by the Supervisor of Purchasing who shall designate the calling of heads or tails.

LOBBY: Bidders are hereby advised that they shall not lobby with any School District personnel or SBCC Members regarding this RFP. All oral or written inquiries shall be directed through the Purchasing Department. Lobbying is defined as any action taken by an individual, firm, association, joint venture, partnership, syndicate, corporation, and all other groups who seek to influence the governmental decision of a Board Member or School District Personnel on the award of this contract. Any bidder or any individuals that lobby on behalf of a bidder shall result in the rejection/disqualification of said RFP.

ETHICS: All bidders shall comply with the requirements of law regarding ethics as set forth in Chapter 112, Florida Statutes, and rules promulgated by the Florida Commission of Ethics.

COMPLIANCE WITH FEDERAL REGULATIONS: All contracts involving Federal funds will contain certain provisions required by applicable sections of Title 34, Section 80.36(I) and 85.510, Code of Federal Regulations and are included by reference herein.

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PROHIBITION AGAINST CONTRACTING WITH SCRUTINIZED COMPANIES: Pursuant to Florida Statute 287.135, a company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local government entity for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List created pursuant to s. 215.4725 or is engaged in a boycott of Israel; or for $1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing a contract, is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List created pursuant to 215.473 or is engaged in business operations in Cuba or Syria.

The company/vendor certifies by submission and signature of this RFP that: it is not on the Scrutinized Companies with Activities in Sudan List; the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; the Scrutinized Companies that Boycott Israel list, engaged in a boycott of Israel or that it is not engaged in business operations in Cuba or Syria. Any contract for goods or services of any amount may be terminated at the option of the awarding body if the company is found to have been placed on the Scrutinized Companies that Boycott Israel List or is engaged in a boycott of Israel. A contract for goods and services of $1 million or more may be terminated at the option of the awarding body if the company is found to have submitted false certification, has been placed on any of the other lists in this section or has been engaged in business operations in Cuba or Syria.

PROHIBIT ACQUISITION OF UNNECESSARY OR DUPLICATIVE ITEMS. (2CFR 200.318 (d)/7 CFR 3016.36(b): Grantee and subgrantee procedures shall provide for review of proposed procurement to avoid purchase of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis shall be made of lease versus purchase alternatives, and any other appropriate analysis to determine the most economical approach.

SERVICE AND WARRANTY: Unless otherwise specified, the bidder shall define any warranty service and replacements that shall be provided during and subsequent to this contract. Bidders shall explain on an attached sheet to what extent warranty and service facilities are provided. All materials and/or services furnished under this RFP shall be warranted by the contractor/distributor/manufacturer to be free from defects and fit for the intended use. Unless otherwise requested, the items RFP shall be new and equal to or exceed specifications. The manufacturer's standard guarantee or warranty shall apply. During the guarantee or warranty period, the successful bidder shall repair and/or replace any defects without cost to the SBCC with the understanding that all replacements shall carry the same guarantee or warranty as the original equipment. The successful bidder shall make any such repairs and/or replacements immediately upon receiving notice from the SBCC.

GOVERNING LAW: This RFP, any award(s) resulting from this RFP, and all transaction from this RFP shall be interpreted and construed in accordance with the laws of the State of Florida. Any protests arising from this RFP shall be subject to Section 120.57(3), Florida Statutes. Any disputes or controversies arising out of a contract award under this RFP shall be submitted to the jurisdiction of the state courts located in Clay County, Florida without regards to principles of conflicts of law.

PURCHASES BY OTHER GOVERNMENTAL AGENCIES (D.O.E. Regulation #6A1.012(5): With the consent and agreement of successful bidder(s), purchases may be made under this RFP by other governmental agencies within the State of Florida. Such purchases shall be governed by same terms and conditions as stated herein with exception of venue of litigation of disputes which may be changed to include only the state courts in the county in which the governmental agency is located.

USE OF OTHER CONTRACTS: SBCC reserves the right to utilize any other SBCC contract, any State of Florida Contract, any contract awarded by any other city or county governmental agencies, other schools, other community college/state university system cooperative RFP agreement, or to directly negotiate/purchase per SBCC and/or Rule 6A-1.012, Florida Administration Code as currently enacted or as amended from time to time, in lieu of any offer received or award made as a result of this RFP if it is in its best interest to do so.

PURCHASING AGREEMENTS AND STATE TERM CONTRACTS: The purchasing agreements and state term contract available under s. 287.056 have been reviewed.

CONE OF SILENCE: Any Bidder, or lobbyist for a Bidder, is prohibited from having any communications (except as provided in this rule) concerning any solicitation for a competitive procurement with any School Board member, the Superintendent, any Evaluation Committee Member, or any other School District employee after SBCC Purchasing Department releases a solicitation to the General Public. All communications regarding this solicitation shall be directed to the designated SBCC representative. This "Cone of Silence" period shall go into effect and shall remain in effect from the time of release of the solicitation until the contract is awarded by SBCC. Further, any Awardee, its principals, or their lobbyists shall not offer campaign contributions to School Board Members or offer contributions to School Board Members for campaigns of other candidates for political office during the period in which the Awardee is attempting to sell goods or services to SBCC This period of limitation of offering campaign contributions shall commence at the time of the "cone of silence" period for any solicitation for a competitive procurement as described by SBCC. **Any Bidder or lobbyist who violates this provision shall cause their RFP (or that of their principal) to be considered non-responsive and therefore be ineligible for award.**

NONCONFORMANCE TO CONTRACT CONDITIONS: Items offered may be tested for compliance with RFP conditions and specifications at any time. Items delivered, not conforming to RFP conditions or specifications, may be rejected and returned at Awardee's expense. Goods or services not delivered as per delivery date in RFP and/or Purchase Order may be rejected upon delivery and/or may be purchased on the open market. Any increase in cost may be charged against the Awardee. Any violation of these stipulations may also result in:

a) For a period of two years, any RFP submitted by Awardee shall not be considered and shall not be recommended for award.

b) All departments being advised not to do business with Awardee.

SEVERABILITY: In case of any one or more of the provisions contained in this RFP shall be for any reason be held to be invalid, illegal, unlawful, unenforceable or void in any respect, the invalidity, illegality, unenforceability or unlawful or void nature of that provision shall not affect any other provision and this RFP shall be considered as if such invalid.

JESSICA LUNSFORD ACT: In accordance with the Jessica Lunsford Act the bidder and all their employees, as required by law, shall undergo and pass a Level II fingerprinting and background check as required by F.S. 1012.465,467 or 468 and possess a SBCC fingerprinting clearance card prior to entry upon SBCC property. All costs associated with obtaining fingerprinting and background check shall be at no expense to the SBCC. To obtain information on when and how to obtain fingerprinting log on to the SBCC web site at ba.myoneclay.net/purchasing click on "Jessica Lunsford Act Information" or contact the Human Resources Division at (904) 336-6716.

E-VERIFY: The contractor named herein, and its subcontractors, are required to register with and use the U.S. Department of Homeland Security's (DHS) E-Verify system to verify the work authorization status of all newly hired employees. By executing this Contract, the contractor certifies that it, and any subcontractors with which it contracts, are registered with, and use, the E-Verify system for all newly hired employees, and acknowledges that it must obtain an affidavit from its subcontractors in accordance with section 895.095(2)(b) Fla. Stat. that the subcontractor does not employ, contract with or subcontract with any unauthorized alien. The contractor must maintain a copy of such affidavit for the duration of the contract. This section serves as notice to the contractor that, pursuant to the terms of section 448.095(2)(c)1 and 2, Florida Statutes, the School Board shall terminate this contract if it has a good faith belief that the contractor has knowingly violated section 448.09(1), F.S. If the School Board has a good faith belief that the subcontractor, without the knowledge of the contractor, has knowingly violated section 448.09(1) or 448.095(2), F.S., School board shall notify the contractor and order the contractor to immediately terminate the contract with the subcontractor.

If the School Board terminates a contract with a contractor pursuant to sec. 448.095(2)(c), F.S., the contractor will not be awarded a public contract for at least one year after the date of such termination.

BIDDER'S EMPLOYEE RESPONSIBILTY: All employees and/or subcontractors of the contractor shall be considered to be at all times the sole employees and responsibility of contractor under their sole direction and not an employee or agent of SBCC. The contractor shall supply competent employees and/or subcontractors and the SBCC may require the contractor to remove an employee and/or sub-contractor it deems careless, incompetent, insubordinate of otherwise objectionable and whose presence on SBCC property is not in the best interest of the SBCC. Contractor and all their employees shall be in accordance with Jessica Lunsford Act. Each employee and or sub-contractor of contractor shall have and wear proper identification while on SBCC property and are required to sign in/out at main office or other designated place upon arrival and when leaving job site, if applicable. Workman using foul/abusive language or presenting an offensive appearance as determined by SBCC Representative(s) shall be asked to leave. Radios/other audio items are not to be used and Smoking is prohibited on SBCC property.

DISCRIMINATION: An entity or affiliate who has been placed on the discriminatory contractor list may not submit a RFP on a contract to provide goods or services to a public entity, may not submit a RFP on a contract with a public entity for the construction or repair of a public building or public work, may not submit RFPs on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

ANTI-DISCRIMINATION: The Bidder certifies that Bidder is in compliance with the requirements of law regarding equal employment opportunity for all persons without regard to age, race, color, religion, sex, national origin, or disability and is not on the Discriminatory Vendor List pursuant to Florida Statute 287.134

PROTESTING: Any actual or prospective bidder who disputes the reasonableness, or competitiveness of the terms and conditions / specifications of the invitation to RFP or contract award recommendation, shall file a written Notice of Protest with the Superintendent of Schools within 72 hours of the posting of RFP solicitation or posting of the RFP tabulation with recommendation and shall file a formal written protest within ten working days following the filing of Notice of Protest. Any person who files an action protesting this RFP pursuant to FS 120.57(3)(b), shall post with the purchasing department at the time of filing the formal written protest, a bond payable to the School Board of Clay County in an amount equal to 1 percent (1%) of the total estimated contract value, but not

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less than $5000, which bond shall be conditioned upon the payment of all costs which may be adjudged against the protester in the administrative hearing in which the action is brought and in any subsequent appellate court proceeding. In lieu of a bond, a cashier's check, certified bank check, bank certified company check, money order or U.S. currency will be acceptable form of security. If, after completion of the administrative hearing process and any appellate court proceedings, the District prevails, it shall recover all costs and charges which shall be included in the final order or judgment, including charges made by the Division of Administrative Hearings, but excluding attorney's fees. Upon payment of such costs and charges by the protester, the protest security shall be returned. If the protester prevails, he or she shall recover from the District all costs and charges which shall be included in the final order of judgment, excluding attorney's fees. Failure to observe such timeliness shall constitute a waiver of proceedings and of right to protest as set forth in Chapter 120, Florida Statutes. RFP Tabulation / Recommendation of Award shall be posted on the SBCC Purchasing Department Webpage in folder called Open Bids and RFP's Purchasing and hard copy posted in the SBCC Purchasing Department at 800 Center Street, Green Cove Springs, Florida after the intended recommendation is announced the week of **January 12, 2026**. This tabulation shall remain posted for a minimum period of 96 hours. Section 3 b, Chapter 120.57, Florida Statutes, as currently enacted or as amended from time to time, states that **"The formal written protest shall state with particularity the facts and law upon which the protest is based."**

CONFIDENTIAL RECORDS: Notwithstanding any provision to the contrary within this Contract, any party contracting with SBCC under this Contract shall fully comply with the requirements of Sections 1002.22 and 1002.221, Florida Statutes; Family Educational Rights and Privacy Act (FERPA), and any other state or federal law or regulation regarding the confidentiality of student information and records. Each such party agrees, for itself, its officers, employees, agents, representatives, contractor or subcontractors, to fully indemnify and hold harmless SBCC and its officers and employees for any violation of this section, including, without limitation, defending SBCC and its officers and employees against any complaint, administrative or judicial proceeding, payment of any penalty imposed upon SBCC, or payment of any and all costs, damages, judgments or losses incurred by or imposed upon SBCC arising out of a breach of this covenant by the party, or an officer, employee, agent, representative, contractor, or sub-contractor of the party to the extent that the party or an officer, employee, agent, representative, contractor, or sub-contractor of the party shall either intentionally or negligently violate the provisions of this section or of Sections 1002.22 and/or 1002.221, Florida Statutes. Awardee agrees that it may create, receive from or on behalf of SBCC, or have access to, records or record systems that are subject to FERPA and/or HIPAA (collectively, the "Confidential Records"). Awardee represents, warrants, and agrees that it shall: (1) hold the Confidential Records in strict confidence and shall not use or disclose the Confidential Records except as (a) permitted or required by this Agreement, (b) required by law, or (c) otherwise authorized by the SBCC in writing; (2) safeguard the Confidential Records according to commercially reasonable administrative, physical and technical standards as required by law; and (3) continually monitor its operations and take any and all action necessary to assure that the Confidential Records are safeguarded in accordance with the terms of this Agreement. At the request of the SBCC, Awardee agrees to provide SBCC with a written summary of the procedures Awardee uses to safeguard the Confidential Records. A breach of these confidentiality requirements shall constitute grounds for the SBCC to terminate any Agreement with Awardee.

PUBLIC ENTITY CRIMES: Section 287.133(2)(a), Florida Statutes, as currently enacted or as amended from time to time, states that a person or affiliate who has been placed on the convicted contractor list following a conviction for a public entity crime may not submit a RFP on a contract to provide any goods or services to a public entity, may not submit a RFP on a contract with a public entity for the construction or repair of a public building or public work, may not submit RFPs on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017 for CATEGORY TWO [currently $35,000] for a period of 36 months from the date of being placed on the convicted contractor list.

COLLECTION, USE OR RELEASE OF SOCIAL SECURITY NUMBERS: The SBCC is authorized to collect, use or release social security numbers (SSN) of vendors, contractor and their employees and for the following purposes, which are noted as either required or authorized by law to be collected. The collection of social security numbers is either specifically authorized by law or imperative for the performance of the District's duties and responsibilities as prescribed by law (Sections 119.07(5)(a)2 and 3, Florida Statutes):

a) Criminal history and criminal background checks/Identifiers for processing fingerprints by Department of Law Enforcement/, if SSN is available [Required by Fla. Admin. Code 11 C-6.003 and Fla. Stat. § 119.07(5)(a)6]

b) Vendors/Consultants that District reasonably believes would receive a 1099 form if a tax identification number is not provided including for IRS form W-9 [Required by 26 C.F.R. § 31.3406-0, 26 C.F.R. § 301.61091, and Fla. Stat. § 119.07(5)(a)2 and 6]

FORCE MAJEURE: Neither party to this Agreement shall be liable for delays or failures in performance under this Agreement (other than obligations relating to payment, confidentiality, and protection of ownership and intellectual property rights) resulting from acts or events beyond the reasonable control of such party (a "Force Majeure Event"), including acts of war, terrorism, acts of God, earthquake, flood, embargo, riot, sabotage, labor dispute, wide spread outbreak of disease or pandemic, governmental act, failure of the internet, power failure, or energy, utility, or telecommunications interruptions, provided that the delayed party: (i) gives the other party prompt notice of such cause; and (ii) uses its reasonable commercial efforts to promptly correct such failure or delay in performance. In the event that a Force Majeure Event lasts for more than 90 days, and the party experiencing the initial delay cannot correct its failure or delay in performance during that period of time, despite using its reasonable commercial efforts to do so, the other party may terminate the affected portions of this Agreement.

CANCELLATION / TERMINATION: In the event, the awarded bidder violates any of the provisions of this RFP or fails to perform their obligation under this contract in a manner satisfactory to the SBCC as per specifications, the Supervisor of Purchasing shall give written notice to the contractor setting forth the deficiencies and unless the deficiencies are corrected within ten (10) days, recommendation shall be made to the SBCC for immediate cancellation of the contract. Failure of the contractor to correct deficiencies shall give the SBCC the right to cancel this contract, but failure by the SBCC to exercise this right, in any instance, shall not prevent the subsequent exercise of this right by the SBCC or prejudice its claim for damages resulting from such default, violations, breach of contract or other failures whether or not an expressed written agreement exists for the provision of such goods and/or service. Upon cancellation, hereunder the SBCC may pursue any and all legal remedies as provided herein and pursuant to the contract and by law. The SBCC reserves the right to terminate any contract resulting from this invitation at any time for cause, upon giving seven (7) days prior written notice to the other party. If said contract should be terminated for cause or convenience as provided herein, the SBCC shall be relieved of all obligations under said contract. The SBCC shall only be required to pay to the award bidder that amount of the contract actually satisfactorily performed to the date of termination and shall not be responsible for any consequential damage, future damages or damages caused by lost profits, inconvenience or overhead expense to the contractor. The SBCC may cancel the contract upon ninety (90) days written notice for reasons other than cause and contractor shall have no legal recourse or cause of action against the SBCC damages resulting from said cancellation.

INDEMNIFICATION: Notwithstanding any contrary contractual language, nothing in any agreement shall be construed or interpreted to increase the scope or dollar limit of the School's or School Board's liability beyond that which is set forth in 768.28 Fla. Stat. , or to otherwise waive School's or School Board's sovereign immunity, or to require School or School Board to indemnify the contractor or any other person, corporation or legal entity of any kind or nature whatsoever for injury or loss resulting from any acts other than the negligent acts of School or School Board or its agents or employees. Contractor shall, in addition to any other statutory or common law obligation to indemnify the School Board of Clay County, Florida, indemnify, defend and hold harmless the School Board of Clay County, Florida, its agents, officers, elected officials and employees against all claims, actions, liabilities, damages, losses, costs, fines punitive damages and expenses of any kind or nature whatsoever, including but not limited to attorney's fees and legal costs, brought against the School Board of Clay County, Florida, and/or its agents, officers, elected officials, employees and assigns, by any individual, corporation, consortium or any other legal person or entity, arising out of or caused by acts or omissions, negligence, recklessness, intentional wrongful misconduct, violations of laws, statutes, ordinances, government administration orders, rules or regulations of the contractor, contractor's employees, officers, agents, subcontractors, material man or agents of any tier or their respective employees. This indemnification clause shall not be construed to require any indemnitor to indemnify the School Board of Clay County, Florida, for any negligence on the part of the School Board of Clay County, Florida, its agents or employees. The indemnification obligations hereunder shall not be limited to any limitation on the amount, type of damages, compensation, or benefits payable by or for the contractor or any subcontractor under workers' compensation acts, disability benefit acts, other employee benefits acts or any statutory bar. This indemnification/hold harmless provision shall survive the termination of any contract with the School Board of Clay County, Florida.

Any and all special conditions and specifications attached hereto that vary from these General Conditions shall have precedence. The accompanying RFP constitute an offer from the bidder. If any or all parts of the RFP are accepted by the School Board of Clay County, an authorized representative of the Purchasing Department shall issue an officially signed Award Letter which shall then constitute the completed written agreement between the parties. The conditions of the Award Letter become a part of the written agreement between the parties.

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SPECIAL CONDITIONS

It is the intent of the SBCC to establish a firm fixed price for **"WIRELESS ACCESS POINTS"** as specified herein. Upon successful negations, we may enter into a written contract for Wireless Access Points.

This is an ALL OR NONE Bid. Vendor shall respond to ALL UNIT PRICING PER GROUP IN SECTIONS 1 AND 2 and submit on the RFP TENDER FORM. In order to be considered for evaluation the contractor must be a registered service provider with the United Service Administrative Co. The proposers shall demonstrate sufficient capacity, resources and experience to provide Wireless Access Points as specified in this RFP.

The RFP shall be awarded based on a graded evaluation outlined in the RFP Specifications. A Proposal Evaluation Committee shall review the proposals received in response to this RFP and make a recommendation to the SBCC for the selection of the contractor. The Proposal Evaluation Committee will consist of five (5) members.

It is expressly understood that the SBCC's preference/selection of any proposal does not constitute an award of a Contract with the SBCC. It is further expressly understood that no contractual relationship exists with the SBCC until a written Contract has been formally executed by both the SBCC, and the selected contractor.

In the best interest of the SBCC, the District reserves the right to reject any and all proposals/offers, with or without cause, to waive informalities, minor irregularities or other requirements in proposals/offers received and/or to accept any portion of the proposal/offer if deemed in the best interest of the District.

The District also reserves the right to request clarification of information from any contractor. Any ex parte communications initiated by a contractor with any employee of the District other than those personnel specifically identified as contacts in this RFP, or communication with any member of the District may result in immediate disqualification from the RFP process.

The SBCC is not responsible for any expenses which contractors may incur in preparing and submitting Proposals. The SBCC will not be liable for any costs incurred by the contractor in connection with interviews/presentations (i.e., travel, accommodations, etc.). It is expressly understood, no contractor may seek or claim any award and/or re-imbursement from the SBCC for any expenses, costs, and/or fees (including attorneys' fees) borne by any contractor, during the entire RFP process. Such expenses, costs, and/or fees (including attorneys' fees) are the sole responsibility of the contractor.

The bidder shall comply with the SBCC insurance requirements.

CONTRACTOR'S AND SUB-CONTRACTOR'S INSURANCE: Contractor shall take out and maintain all insurance policies required below with companies authorized to do business under the laws of the State of FL. and satisfactory to the SBCC. **The awarded Contractor SHALL ensure that any sub-contractor they use maintain the same level of insurance coverage.** Insurer shall be rated A- with an FSC V or better in the current AM Best Guide through the life of the contract to include any renewal periods.

Insurance certificate(s) reflecting the required coverages shall be submitted to the School Board Purchasing Department prior to any work being performed under this Contract. Certificate(s) shall be submitted directly from Contractor's Insurance Agent. Mark All Certificates Attn: SBCC Purchasing Department, as Certificate Holder (with 30-day Notice of Cancellation or Change in Coverage) and list SBCC as Additional Insured.

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COMPREHENSIVE GENERAL LIABILITY AND PROPERTY DAMAGE INSURANCE: Including Premises Operation, Independent Contractor's Protective, Products and Completed Operation Board Form, Contractual Liability in at least the following amounts and coverage's:

Bodily Injury	Property Damage	Personal Injury
- Each Occurrence $1,000,000.00	- Each Occurrence $1,000,000.00	-Annual Aggregate $1,000,000.00
- Annual Aggregate $2,000,000.00	- Annual Aggregate $2,000,000.00	

- Completed Operations and Products Liability shall be maintained for one (1) year after final payment

WORKERS' COMPENSATION INSURANCE: Contractor is responsible for assuring that valid Worker's Compensation Insurance as required by Chapter 440, Florida Statutes is maintained for all of their employees and subcontractors employed at the site of the project. Such insurance shall comply fully with the Florida Worker's Compensation Law. In case any class of employees engaged in hazardous work under this Contract at the site of the project is not protected under the Workers' Compensation Statute the Contractor shall provide adequate insurance satisfactory to the Owner, for protection of his employees not otherwise protected. School Board shall accept an approved NOTICE OF ELECTION TO BE EXEMPT FROM THE PROVISIONS OF THE FLORIDA WORKERS' COMPENSATION LAW Certificate.

State	Employer's Liability		
- Statutory	- Per Accident	$100,000.00	
	- Disease, Policy Limit	$500,000.00	- Disease, Each Employee $100,000.00

AUTOMOBILE INSURANCE: Including all owned, non-owned and hired vehicles used in connection with the work in at least the following amounts and coverage's:

Bodily Injury		Property Damage	
- Each Person	$1,000,000.00	- Each Occurrence	$1,000,000.00
- Each Occurrence	$1,000,000.00		

- Each Accident – Single Limit – Bodily Injury and Property Damage combined one million dollars ($1,000,000.00)

NO PAYMENTS will be made until approved Insurance Certificate is received by SBCC.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF F.S CHAPTER 119 TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 900 WALNUT STREET, GREEN COVE SPRINGS, FLORIDA 32043, OR AT 904-336-6500, OR AT: PRR@myoneclay.net

Funding for this RFP may be provided in whole or in part by one or more Government funding agencies (Federal, State, Local). As a result, Contractor shall comply with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not limited to Florida Department of Education (DMS, SREF); Florida Statutes Chapter 287, 489; Code of Federal Regulations Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20, 31, 40, 41.

NOTE: The successful contractor shall not assign, transfer, convey, sublet, or otherwise dispose of this contract, or of any or all rights, title or interest herein, or their power to execute such contract to any person, company or corporation without prior written consent of the SBCC. The successful contractor has the sole and exclusive responsibility for furnishing services in accordance with this contract. The successful contractor obligations cannot be delegated.

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SPECIAL CONDITIONS

RFPs must be submitted via email with all required documents to include completed Attachments/Exhibits. Bidders may use an attachment if sufficient space is not available on the original form for the bidder to enter a complete response. Any modifications or alterations to the original RFP documents by the bidder, whether intentional or otherwise, shall constitute grounds for rejection of an RFP. Any such modifications or alterations that a contractor wishes to propose must be clearly stated in the contractor's proposal response. Prior to submitting an RFP, it is the sole responsibility of bidder to ensure that all addenda releases are received, and that all RFP and addenda requirements have been completed and that all required submittals have been included.

Written questions concerning clarification, interpretation, or additional information will be accepted only by email submitted to elaine.bartonweeks@myoneclay.net, by the deadlines listed in the Timetable below. Telephone inquiries will not be accepted, nor will any answers or additional information be provided by telephone. Any and all written questions received shall be reviewed, responded to and if deemed necessary an official response shall be issued by the District in the form of an Addendum. This process shall constitute the only official means by which additional information regarding this RFP shall be made available. Additional information acquired by any other means shall not be utilized in the configuration of any bidder's proposal and shall not be considered in the evaluation of proposals submitted and shall be considered inadmissible in proposal dispute proceedings. Bidder's may be disqualified who solicit or receive (even if unsolicited) additional information regarding the RFP by any other means than process described herein.

NOTE: ALL RFP SHEETS, THAT ARE REQUIRED, MUST BE EXECUTED AND SUBMITTED WITH THE ELECTRONIC PROPOSAL AS A FILE ATTACHMENT TO THE EMAIL. ALL RFPs ARE SUBJECT TO THE CONDITIONS SPECIFIED HEREIN. THOSE WHICH DO NOT COMPLY WITH THESE CONDITIONS ARE SUBJECT TO REJECTION.

By submitting a proposal, the contractor certifies that the contractor has fully read and understands all General Conditions, Special Conditions, and has full knowledge of the scope, nature, and quality of work to be performed. Contractor certifies that this RFP is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFP for the same equipment/service and in all respects is fair and without collusion or fraud. Contractor agrees to abide by all conditions of this RFP and certifies that they are authorized to sign this RFP for the Contractor.

Company Name: GovConnection Inc. DBA Connection Public Sector Solutions

Ray McIlwain	Ray McIlwain
(Printed Name)	(Signature)
Senior Director, Contracts and Compliance	12/31/2025
(Title)	(Date)

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RFP SPECIFICATIONS – ADDENDUM 1

SCOPE OF WORK

The District is seeking proposals for a total quantity of up to 4,000 Meraki CW9164 Wi-Fi 6E (802.11ax) indoor Wireless Access Points (WAP or AP) or equivalent, A total quantity of up to 40 Meraki MR86 Wi-Fi 6 (802.11ax) outdoor Wireless Access Points (WAP or AP) or equivalent, and any necessary licenses, antennas, cables, mounting brackets, etc., plus training on the configuration and operation of the proposed solution. Please note: The District does not require any installation or configuration services for the requested WAPs. The School Board reserves the sole right to establish a product "as equivalent".

REQUIREMENTS

1.1 The Wireless Solution must meet the following requirements:

- The Wireless Access Points should include a Layer-3 or Application based firewall to filter clients on the AP
- The Wireless Solution should include reporting features for troubleshooting client connectivity issues and tracking devices associated to an AP or previous APs.
- At a minimum, 7 days of historical data is required to troubleshoot previous issues and locating devices.
- The Wireless Solution's management should be hosted externally with a minimum of 99.999% uptime.
  - Centralized Wireless Management software is defined by SBCC as devices managed in one platform under one vendor in a single pane of glass with scalability of 4000 or more AP's.
- On-prem controller-based solutions are not being requested for this RFP/FCC Form 470.
- Mounting options for each AP should include ceiling grid mounts and flat mounts (for drywall installation).
- All requested features/capabilities fully supported by (1) gigabit ethernet POE+ (802.3at, class 4)
- Must support a minimum 4x4:4 MU-MIMO on both the 5GHz and 6GHz band for the indoor model
- Limited Lifetime Hardware Warranty included at no extra cost for the indoor access point model
- Minimum 1-Year Limited Hardware Warranty for outdoor access point model

1.2 Licensing for functionality of the solution should be provided in 1, 3, 5, and 7 year increments. The vendor must meet the following requirements:

- Training of the product should be accessible to the District.
  - Classes can be hosted with the District and its facilities or remotely in Clay County or Jacksonville, FL. If there is a cost associated with this training, please provide this cost in your response.
- Access to Support 24/7/365 with a guide for escalating issues provided.
- Engineer(s) accessible during installation and start of service for a successful product launch.

1.3 The awarded contractor must comply with all local, state and federal codes and School Board Rules.

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RFP SPECIFICATIONS

PRICING

2.1 Pricing is expected to be per AP (multiple models may be used as long as the Wireless Solution is managed in one platform under one vendor). Pricing for licensing can be separate or bundled with the AP.

2.2 Vendors should also price all hardware or software needed for the functionality of the APs to meet the requirements outlined in this RFP.

2.3 Vendors are free to price any additional software or hardware available that is an accessory of the solution but is not needed for the functionality. These costs will not be evaluated in the grading matrix.

2.4 Final quantity quoted are not guaranteed and may vary based upon needs. Vendors must bid to the RFP as all or none. Vendors must disclose any E-Rate ineligible costs in their proposal.

2.5 The Pricing Tables must be signed by an individual of the contractor that has the authority to bind the firm.

Proposers should provide their best offer with the initial proposal since the District reserves the right to award a contract based on initial Proposal without any further negotiations. Vendors are given wide latitude in the degree of detail they offer in their Proposal, including the extent to which they describe their corporate capability and how their firm engages in services that meet the objectives of the District. There is no limit on the number of pages; however, Proposers should prepare their Proposal simply and economically, providing a straightforward and concise description of their ability to satisfy the requirements of the RFP. Proposals that are of excessive length, contain a preponderance of boilerplate text, or are redundant are discouraged. Emphasis in each Proposal should be on completeness and clarity of content and address all required components in the order given in this RFP. Failure of a vendor to provide the appropriate information or materials in response to each stated requirement or request for information may result in lower scores during the evaluation process. The aim of the required format is to simplify the proposal preparation and evaluation process and to ensure that all proposals receive the same orderly review. All proposals should include the following components:

TIMETABLE

Please make sure you can accommodate the following timetable.

November 26, 2025 at 10 AM EST	RFP Released
December 3, 2025 by 2 PM EST	RFP Questions by Email are Due
December 5, 2025 by 4 PM EST	Addendum Regarding Questions Posted (if Applicable)
January 5, 2026 by 2 PM EST	Proposals Due
January 12, 2026	Award Notification Posted During this week
March 5, 2026	Board Approval

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RFP SPECIFICATIONS – ADDENDUM 1

DEFINITIONS OF EVALUATION CRITERIA FOR RANKING OF PROPOSAL 25-MI-90

A. Price of the E-Rate eligible products/services (0-30 points).
- WAP cost, license cost at 1/3/5/7 years, any additional hardware/software/training to meet the needs of the district.

B. Technical Solution meets the needs of SBCC (0-29 points).

C. Compliance with RFP requirements (0-15 points).
- Vendor requirements, completed original RFP required documents to include all attachments/exhibits.

D. Company Qualifications & Vendor References (0-26 points).

A. PRICING

Using the RFP Tender Form, provide the pricing and fees associated with contractor's services.
- Price of E-rate eligible products and services.
- Please describe any other available discounts or guarantees.

B. TECHNICAL

Demonstration of the contractor's understanding of the RFP Specifications provided. This section should address how the contractor can provide the requested Scope of Work as outlined in this RFP. Contractor should also showcase an example of services your company has successfully provided, preferably with a School District/Governmental Entity that is similar in size to the SBCC.

Technical merit of the proposed solution to meet needs of the RFP Specifications. Compliance with listed requirements of the project scope and bidding requirements, whether or not the proposal includes all information requested; timelines met.

C. COMPLIANCE WITH RFP REQUIREMENTS

Completed original RFP documents and submit in PDF format to include all Attachments/Exhibits. Compliance with applicable Laws, Regulations, Executive Orders, and Governmental Agency Rules and Policies included but not limited to Florida Department of Education (DMS, SREF); Florida Statutes Chapter 287, 489; Code of Federal Regulations Titles: 2 – Grants and Agreements (2 C.F.R. §200), Title 7 – Agriculture (NSLP), Title 34 – Education (EDGAR, FERPA), Title 44 – Emergency Management and Assistance (FEMA); U.S. Code Titles: 20, 31, 40, 41.

Any modifications or alterations to the original RFP documents by the bidder, whether intentional or otherwise, shall constitute grounds for rejection of an RFP. Any such modifications or alterations that a contractor wishes to propose must be clearly stated in the contractor's proposal response

(INTENTIONALLY LEFT BLANK)

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RFP SPECIFICATIONS

D. COMPANY QUALIFICATIONS AND VENDOR REFERENCES

Contractor should provide the following information, at a minimum, about your company:

Using cover letter format, please provide an introduction to the company to include:

- Highlights of the contractor's qualifications and ability to perform the requested services.
- Specify the level of capability, financial stability, material equipment, facilities, personnel, resources, experience knowledge and expertise, or demonstrate ability to obtain any of these, necessary to meet contractual requirements.
- Indicate whether the contractor has a satisfactory record of performance on similar projects.
- Specify the level of work experience especially as it relates to proposed Scope of Work noted in the RFP.
- Indicate whether contractor has ever had a contract/agreement/business relationship terminated/cancelled/suspended. If so, what were the reasons, and what was the ultimate outcome?
- Indicate whether contractor has ever filed a Bid/RFP/RFQ protest. If so, what were the reasons, and what was the ultimate outcome?
- Indicate whether contractor has ever filed an administrative or judicial action with any State agency or State court. If so, what were the grounds/reasons, and what was the ultimate outcome?
- Using Attachment 7: Provide company background information.
- Using Attachment 8: Provide a list of 3 current references of clients of similar size to that of the District (preferably in the greater North Central Florida area). Please provide a list of 2 former clients, with at least 1,000 employees, who have discontinued your services within the last two years, including contact name and phone number.

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RFP TENDER FORM – ADDENDUM 1

It is the intent of the SBCC to establish a firm fixed price for **"WIRELESS ACCESS POINTS"** as specifie negations, we may enter into a written contract for Wireless Access Points. This is an ALL OR NONE Bid. V UNIT PRICING PER GROUP IN SECTIONS 1 AND 2 and submit on the RFP TENDER FORM. In order to b the contractor must be a registered service provider with the United Service Administrative Co.

SECTION 1: INDOOR WIRELESS ACCESS POINT Meraki CW9164 or Equivalent

Item	Make	Model	Part No/SKU	Description	Unit Cost	
Wireless Access Port	Meraki	CW9164I	CW9164I-MR	Catalyst 9164I AP	$606.94	
License 1 Year	Meraki	Meraki 1yr lic	LIC-ENT-1YR	1yr license & support	$53.17	
License 3 Year	Meraki	Meraki 3yr lic	LIC-ENT-3YR	3yr license & support	$119.64	
License 5 Year	Meraki	Meraki 5yr lic	LIC-ENT-5YR	5yr license & support	$199.39	
License 7 Year	Meraki	Meraki 7yr lic	LIC-ENT-7YR	7yr license & support	$279.14	
Antenna	Meraki	Meraki Antenna	MA-ANT-20	Dual Band Omni Ant	$64.77	
Cabling	NA	NA	NA	NA	NA	
Mounting Bracket *	included w AP	NA	NA	NA	NA	
Training p/Day 7.5 Hours	Meraki	Meraki Training credits	TRN-CLC-000	10 Training credit	$959.07	
Other*						
Other*						
Other*						
* If not included in WAP Cost)						

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For more information regarding the Meraki Training Credits, visit the link below:
https://www.cisco.com/site/us/en/learn/training-certifications/training/learning-credits/inde

RFP TENDER FORM – ADDENDUM 1

SECTION 2: OUTDOOR WIRELESS ACCESS POINT Meraki MR86 or Equivalent						
Item	Make	Model	Part No/SKU	Description	Unit Cost	
Wireless Access Port	Meraki	MR86	MR86-HW	MR86 wi-fi 6 Outdoor AP	$797.36	
License 1 Year	Meraki	Meraki 1yr lic	LIC-ENT-1YR	1yr license & support	$53.17	
License 3 Year	Meraki	Meraki 3yr lic	LIC-ENT-3YR	3yr license & support	$119.64	
License 5 Year	Meraki	Meraki 5yr lic	LIC-ENT-5YR	5yr license & support	$199.39	
License 7 Year	Meraki	Meraki 7yr lic	LIC-ENT-7YR	7yr license & support	$279.14	
Antenna	Meraki	Meraki Antenna	MA-ANT-20	Dual Band Omni Ant	$64.77	
Cabling	NA	NA	NA	NA	NA	
Mounting Bracket *	included w AP	NA	NA	NA	NA	
Training p/Day 7.5 Hours	Meraki	Meraki Training credits	TRN-CLC-000	10 Training credit	$959.07	
Other*						
Other*						
Other*						
* If not included in WAP Cost)						

I certify that this proposal is made without prior understanding, agreement or connection with any corporation a proposal for the same scope of work, and in all respects is fair and without collusion or fraud. I certify that bid for the vendor.

Ray McIlwain

12/31/2025

AUTHORIZED SIGNATURE OF BIDDER DATE

Ray McIlwain, Senior Director Contracts and Compliance GovConnection Inc. DBA Connection P

PRINTED NAME OF BIDDER COMPANY NAME

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SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Jamie Stoltze
Phone: (800) 800-0019 ext. 75520
Fax: 603-683-0882
Email: jamie.stoltze@connection.com

 # 25837330.01
PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING
Date: 12/19/2025
Valid Through: 1/18/2026
Account #: 966509/k01656

Customer Contact: Christa Mummaw **Phone:** (904) 336-9579
Email: christa.mummaw@myoneclay.net **Fax:**

QUOTE PROVIDED TO:	SHIP TO:
AB#: 966509 **CLAY COUNTY SCHOOL BOARD** ACCOUNTS PAYABLE 814 WALNUT ST GREEN COVE SPRINGS, FL 32043 US (904) 284-6500	AB#: 13192327 **CLAY COUNTY SCHOOL BOARD** INFORMATION SERVICES 900 WALNUT ST GREEN COVE SPRINGS, FL 32043 US (904) 529-4996

DELIVERY	FOB	SHIP VIA	PRODUCT WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Truckload Services "Frt. Quote Req	13,412.00 lbs	Net 30	143026005

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Company's Standard Terms of Sale on the Company's website: https://www.govconnection.com/content/about/legal/terms-and-conditions-sale, or you may request a copy via fax, e-mail, or mail by calling your account representative. The only exception to this policy is if your order is being placed under any one of our many national, state, educational or cooperative Agreements, in which case the Terms and Conditions of your Purchase Order are already pre-negotiated and stated in that Agreement. No other Terms and Conditions shall apply and any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. Please refer to our Quote Number in your order.By accepting this quote and/or providing a purchase order to Connection - Public Sector Solutions, Applicant accepts responsibility for payment of the full amount of the purchase order regardless of third-party funding decisions.

*	Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
	1	4,000	41498297	CW9164I-MR	CATALYST 9164I AP W6E TRI-BAN	Cisco Meraki	$ 606.94	$ 2,427,760.00
	2	4,000	11839311	LIC-ENT-1YR	Enterprise Cloud Controller License - 1 year	Cisco Meraki	$ 53.17	$ 212,680.00
	3	40	41044111	MR86-HW	Meraki MR86 Wifi6 Outdoor AP	Cisco Meraki	$ 797.36	$ 31,894.40
	4	40	11839311	LIC-ENT-1YR	Enterprise Cloud Controller License - 1 year	Cisco Meraki	$ 53.17	$ 2,126.80
	5	80	18339416	MA-ANT-20	Dual Band Omni Antenna	Cisco Meraki	$ 64.77	$ 5,181.60
	6	5	41749225	TRN-CLC-000	10 Training credit. Expires in 1 yr. Team Captain required	Cisco	$ 959.07	$ 4,795.35
							Subtotal	**$ 2,684,438.15**
							Fee	**$ 0.00**
							Shipping and Handling	**$ 0.00**
							Tax	**Exempt!**
							Total	**$ 2,684,438.15**

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ORDERING INFORMATION

GovConnection, Inc. DBA Connection

Please contact your account manager with any questions.

Ordering Address	Remittance Address
GovConnection, Inc.	GovConnection, Inc.
732 Milford Road	Box 536477
Merrimack, NH 03054	Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
FEIN:	52-1837891
DUNS Number:	80-967-8782
Cage Code:	OGTJ3
Business Size:	LARGE
Erate Spin Number:	143026005

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

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Please forward your Contract or Purchase Order to:
SLEDOPS@connection.com
QUESTIONS: Call 800-800-0019
FAX: 603.683.0374

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SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Jamie Stoltze
Phone: (800) 800-0019 ext. 75520
Fax: 603-683-0882
Email: jamie.stoltze@connection.com

 # 25837876.01

PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING

Date: 12/19/2025
Valid Through: 1/18/2026
Account #: 966509/k01656

Customer Contact: Christa Mummaw **Phone:** (904) 336-9579
Email: christa.mummaw@myoneclay.net **Fax:**

QUOTE PROVIDED TO:	SHIP TO:
AB#: 966509	AB#: 13192327
CLAY COUNTY SCHOOL BOARD	**CLAY COUNTY SCHOOL BOARD**
ACCOUNTS PAYABLE	INFORMATION SERVICES
814 WALNUT ST	900 WALNUT ST
GREEN COVE SPRINGS, FL 32043	GREEN COVE SPRINGS, FL 32043
US	US
(904) 284-6500	(904) 529-4996

DELIVERY	FOB	SHIP VIA	PRODUCT WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Truckload Services "Frt. Quote Req	13,412.00 lbs	Net 30	143026005

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	1	4,000	41498297	CW9164I-MR	CATALYST 9164I AP W6E TRI-BAN	Cisco Meraki	$ 606.94	$ 2,427,760.00
	2	4,000	11703289	LIC-ENT-3YR	Enterprise Cloud Controller Subscription License - 3 year	Cisco Meraki	$ 119.64	$ 478,560.00
	3	40	41044111	MR86-HW	Meraki MR86 Wifi6 Outdoor AP	Cisco Meraki	$ 797.36	$ 31,894.40
	4	40	11703289	LIC-ENT-3YR	Enterprise Cloud Controller Subscription License - 3 year	Cisco Meraki	$ 119.64	$ 4,785.60
	5	80	18339416	MA-ANT-20	Dual Band Omni Antenna	Cisco Meraki	$ 64.77	$ 5,181.60
	6	5	41749225	TRN-CLC-000	10 Training credit. Expires in 1 yr. Team Captain required	Cisco	$ 959.07	$ 4,795.35

Subtotal	**$ 2,952,976.95**
Fee	**$ 0.00**
Shipping and Handling	**$ 0.00**
Tax	**Exempt!**
Total	**$ 2,952,976.95**

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Maximum Order Limitation:	NONE
FEIN:	52-1837891
DUNS Number:	80-967-8782
Cage Code:	OGTJ3
Business Size:	LARGE
Erate Spin Number:	143026005

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

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Merrimack, NH 03054

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Phone: (800) 800-0019 ext. 75520
Fax: 603-683-0882
Email: jamie.stoltze@connection.com

 # 25837567.01

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Date: 12/19/2025
Valid Through: 1/18/2026
Account #: 966509/k01656

Customer Contact: Christa Mummaw **Phone:** (904) 336-9579
Email: christa.mummaw@myoneclay.net **Fax:**

QUOTE PROVIDED TO:	SHIP TO:
AB#: 966509 **CLAY COUNTY SCHOOL BOARD** ACCOUNTS PAYABLE 814 WALNUT ST GREEN COVE SPRINGS, FL 32043 US (904) 284-6500	AB#: 13192327 **CLAY COUNTY SCHOOL BOARD** INFORMATION SERVICES 900 WALNUT ST GREEN COVE SPRINGS, FL 32043 US (904) 529-4996

DELIVERY	FOB	SHIP VIA	PRODUCT WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Truckload Services "Frt. Quote Req	13,412.00 lbs	Net 30	143026005

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	6	5	41749225	TRN-CLC-000	10 Training credit. Expires in 1 yr. Team Captain required	Cisco	$ 959.07	$ 4,795.35
							Subtotal	**$ 3,275,166.95**
							Fee	**$ 0.00**
							Shipping and Handling	**$ 0.00**
							Tax	**Exempt!**
							Total	**$ 3,275,166.95**

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Ordering Address	Remittance Address
GovConnection, Inc.	GovConnection, Inc.
732 Milford Road	Box 536477
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Erate Spin Number:	143026005

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QUESTIONS: Call 800-800-0019
FAX: 603.683.0374

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SALES QUOTE

GovConnection, Inc.
732 Milford Road
Merrimack, NH 03054

Account Executive: Jamie Stoltze
Phone: (800) 800-0019 ext. 75520
Fax: 603-683-0882
Email: jamie.stoltze@connection.com

 # 25839425.01

PLEASE REFER TO THE ABOVE QUOTE # WHEN ORDERING

Date: 12/19/2025
Valid Through: 1/18/2026
Account #: 966509/k01656

Customer Contact: Christa Mummaw **Phone:** (904) 336-9579
Email: christa.mummaw@myoneclay.net **Fax:**

QUOTE PROVIDED TO:	SHIP TO:
AB#: 966509	AB#: 13192327
CLAY COUNTY SCHOOL BOARD	**CLAY COUNTY SCHOOL BOARD**
ACCOUNTS PAYABLE	INFORMATION SERVICES
814 WALNUT ST	900 WALNUT ST
GREEN COVE SPRINGS, FL 32043	GREEN COVE SPRINGS, FL 32043
US	US
(904) 284-6500	(904) 529-4996

DELIVERY	FOB	SHIP VIA	PRODUCT WEIGHT	TERMS	CONTRACT ID#
5-30 Days A/R/O	Destination	Truckload Services "Frt. Quote Req	13,412.00 lbs	Net 30	143026005

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Company's Standard Terms of Sale on the Company's website: https://www.govconnection.com/content/about/legal/terms-and-conditions-sale, or you may request a copy via fax, e-mail, or mail by calling your account representative. The only exception to this policy is if your order is being placed under any one of our many national, state, educational or cooperative Agreements, in which case the Terms and Conditions of your Purchase Order are already pre-negotiated and stated in that Agreement. No other Terms and Conditions shall apply and any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. Please refer to our Quote Number in your order.By accepting this quote and/or providing a purchase order to Connection - Public Sector Solutions, Applicant accepts responsibility for payment of the full amount of the purchase order regardless of third-party funding decisions.

*	Line #	Qty	Item #	Mfg. Part #	Description	Mfg.	Price	Ext
	1	4,000	41498297	CW9164I-MR	CATALYST 9164I AP W6E TRI-BAN	Cisco Meraki	$ 606.94	$ 2,427,760.00
	2	4,000	14650557	LIC-ENT-7YR	MR Enterprise License and 7-Years Support	Cisco Meraki	$ 279.14	$ 1,116,560.00
	3	40	41044111	MR86-HW	Meraki MR86 Wifi6 Outdoor AP	Cisco Meraki	$ 797.36	$ 31,894.40
	4	40	14650557	LIC-ENT-7YR	MR Enterprise License and 7-Years Support	Cisco Meraki	$ 279.14	$ 11,165.60
	5	80	18339416	MA-ANT-20	Dual Band Omni Antenna	Cisco Meraki	$ 64.77	$ 5,181.60
	6	5	41749225	TRN-CLC-000	10 Training credit. Expires in 1 yr. Team Captain required	Cisco	$ 959.07	$ 4,795.35
							Subtotal	**$ 3,597,356.95**
							Fee	**$ 0.00**
							Shipping and Handling	**$ 0.00**
							Tax	**Exempt!**
							Total	**$ 3,597,356.95**

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ORDERING INFORMATION

GovConnection, Inc. DBA Connection

Please contact your account manager with any questions.

Ordering Address	Remittance Address
GovConnection, Inc.	GovConnection, Inc.
732 Milford Road	Box 536477
Merrimack, NH 03054	Pittsburgh, PA 15253-5906

Please reference the Contract # on all purchase orders.

TERMS & CONDITIONS

Payment Terms:	NET 30 (subject to approved credit)
FOB Point:	DESTINATION (within Continental US)
Maximum Order Limitation:	NONE
FEIN:	52-1837891
DUNS Number:	80-967-8782
Cage Code:	OGTJ3
Business Size:	LARGE
Erate Spin Number:	143026005

WARRANTY: Manufacturer's Standard Commercial Warranty

NOTE: It is the end user's responsibility to review, understand and agree to the terms of any End User License Agreement (EULA).

Important Notice: --- THIS QUOTATION IS SUBJECT TO THE FOLLOWING Terms of Sale: All purchases from GovConnection, Inc. are subject to the Company's Standard Terms of Sale, which describe important legal rights and obligations. You may review the Company's Standard Terms of Sale on the Company's website: www.govconnection.com or you may request a copy via fax, e-mail, or mail by calling your account representative. The only exception to this policy is if your order is being placed under any one of our many national, state, educational or cooperative Agreements, in which case the Terms and Conditions of your Purchase Order are already pre-negotiated and stated in that Agreement. No other Terms and Conditions shall apply and any other terms and conditions referenced or appearing in your Purchase Order are considered null and void. Due to the industry-wide constraints and fluctuations, we reserve the right to change pricing at any time. Please refer to our Quote Number in your order.

By accepting this quote and/or providing a purchase order to Connection - Public Sector Solutions, Applicant accepts responsibility for payment of the full amount of the purchase order regardless of third-party funding decisions.

If you require a hard copy invoice for your credit card order, please visit the link below and click on the Proof of Purchase/Invoice link on the left side of the page to print one:**https://www.govconnection.com/web/Shopping/ProofOfPurchase.htm**

Please forward your Contract or Purchase Order to:
SLEDOPS@connection.com
QUESTIONS: Call 800-800-0019
FAX: 603.683.0374

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ATTACHMENT 1

EDGAR CERTIFICATIONS

All purchases involving the expenditure of federal funds must be compliant with the Education Department General Administrative Regulations ("EDGAR"). The following certifications and provisions are required and apply when the School Board of Clay County, Florida ("SBCC" "School Board") expends federal funds for any purchase resulting from this procurement process. Pursuant to 2 C.F.R. § 200.326, all contracts, including small purchases, awarded by the District shall contain the procurement provisions of Appendix II to Part 200, as applicable.

REQUIRED CONTRACT PROVISIONS FOR NON-FEDERAL ENTITY CONTRACTS UNDER FEDERAL AWARDS APPENDIX II to C.F.R. PART 200

(A) Contracts for more than the simplified acquisition threshold currently set at $150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Pursuant to Federal Rule (A) above, when School Board expends federal funds, School Board reserves all rights and privileges under the applicable laws and regulations with respect to this procurement in the event of breach of contract by either party.

(B) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

Pursuant to Federal Rule (B) above, for all contracts involving Federal funds in excess of $10,000, School Board reserves the right to terminate the contract (i) for convenience, and/or (ii) for cause by issuing a certified notice to the vendor.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

Pursuant to Federal Rule (C) above, when School Board expends federal funds on any federally assisted construction contract, the equal opportunity clause is incorporated by reference herein.

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

Pursuant to Federal Rule (D) above, when School Board expends federal funds during the term of an award for all contracts and subgrants for construction or repair, Vendor will be in compliance with all applicable Davis-Bacon Act provisions.

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EDGAR CERTIFICATIONS (continued)

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Pursuant to Federal Rule (E) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of the Contract Work Hours and Safety Standards Act during the term of an award resulting from this procurement process.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Pursuant to Federal Rule (F) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (F) during the term of an award resulting from this procurement process.

(G) Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

Pursuant to Federal Rule (G) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (G) during the term of an award resulting from this procurement process.

(H) Energy Policy and Conservation Act (2 CFR §910.120, 10 CFR §600.236). Vendor agrees to comply with the mandatory standards and policies relating to energy efficiency contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

Pursuant to Federal Rule (H) above, when federal funds are expended by School Board, Vendor certifies that Vendor will be in compliance with all applicable provisions of Federal Rule (H) during the term of an award resulting from this procurement process.

(I) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Pursuant to Federal Rule (I) above, when federal funds are expended by School Board, Vendor certifies that during the term of an award resulting from this procurement process, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, ort voluntarily excluded from participation by any federal department or agency.

(J) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352.

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EDGAR CERTIFICATIONS (continued)

Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

Pursuant to Federal Rule (J) above, Vendor certifies that it is in compliance with all applicable provisions of the Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). The Vendor further certifies that: (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. (2) If any funds other than Federal appropriated funds have been paid to any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. (3) The undersigned shall require that the language of this certification be included in the award documents for all covered subawards in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

RECORDS ACCESS AND RETENTION

Records Access (34 CFR 80.36 (i)(10): All vendors, contracts and subcontractors shall give access to the SBCC, the appropriate Federal agency, the Comptroller General of the United States, or any of their duly authorized representative to any books, documents, papers, and records of the vendor which are directly pertinent to this specific bid/contract for the purpose of making audit, examination, excerpts and transcriptions.

Records Retention (2 C.F.R. § 200.333): Financial records, supporting documents, statistical records and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three (3) years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or passthrough entity in the case of a subrecipient.

RECOVERED MATERIALS

Recovered Materials (2 CFR §200.322): Contractor must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Vendor agrees to comply with all federal, state, and local laws, rules, regulations and ordinances, as applicable. It is further acknowledged that vendor certifies compliance with all provisions, laws, acts, regulations, etc. as specifically noted above.

Vendor's Name: GovConnection Inc. DBA Connection Public Sector Solutions

Signature of Authorized Representative: Ray McIlwain

Print Name of Authorized Representative: Ray McIlwain, Senior Director Contracts and Compliance

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ATTACHMENT 2

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION - LOWER TIER COVERED TRANSACTIONS

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-Procurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Instructions for Certification:

1. The prospective lower tier participant certifies, by submission of this proposal that neither it nor its principals are:

(a) presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;

(b) have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in performing a public (federal, state or local) transaction or contract under a public transaction; or for violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;

(c) are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of the offenses enumerated in this certification; or

(d) have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name of Bidder: GovConnection Inc. DBA Connection Public Sector Solutions

Ray McIlwain
Printed Name

Senior Director, Contracts and Compliance
Title of Authorized Representative

Signature: Ray McIlwain

Date: 12/31/2025

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ATTACHMENT 3
DRUG-FREE WORKPLACE CERTIFICATION

Preference shall be given to vendors/contractors certifying their compliance with a drug-free workplace in accordance with Section 287.087, Florida Stat. as follows:

Preference to businesses with drug-free workplace programs - Whenever two or more bids, proposals, or replies that are equal with respect to price, quality, and service, are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tied bids, proposal, or replies shall be followed if none of the tied vendor has a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions what shall be taken against employee for violations of such prohibition.

2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee shall abide by the terms of the statement and shall notify the employer of any conviction of, or plea of guilty or nolo contendero to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.

5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.

6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

CONTRACTOR NAME: GovConnection Inc. DBA Connection Public Sector Solutions

AUTHORIZED CONTRACTOR REPRESENTATIVE SIGNATURE:

Ray McIlwain	Ray McIlwain
(Printed Name)	(Signature)
Senior Director, Contracts and Compliance	12/31/2025
(Title)	(Date)

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ATTACHMENT 4
NON-COLLUSION AFFIDAVIT

State of FLORIDA)
County of CLAY)

My name is (INSERT NAME Ray McIlwain). I hereby attest that I am authorized to execute this affidavit on behalf of my firm, its owners, directors, and officers. I have personal knowledge of the price(s), guarantees and the total financial commitment represented in the firm's offer and/or contract.

(1) The firm's prices and amounts offered have been arrived at independently and without consultation, communication or agreement with any other contractor or respondent.

(2) Neither the final nor approximate prices or amounts offered have been disclosed to any other firm or person who is a respondent or potential respondent, nor were they disclosed prior to opening of offers.

(3) The offer from my firm is made in good faith and no attempt has been made to induce any firm or person to refrain from submitting an offer, or to submit an offer higher than our offer, or to submit any intentionally high or noncompetitive offer or other form of complementary offer.

(4) (INSERT NAME OF COMPANY GovConnection Inc. DBA Connection Public Sector Solutions) its affiliates, subsidiaries, officers, directors, employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding, proposing or offering on any public contract, except as follows:

I attest that (INSERT NAME OF COMPANY GovConnection Inc. DBA Connection Public Sector Solutions) understands and acknowledges that the above representations are material and important, and will be relied on by The School Board of Clay County, Florida, in awarding the contract for which this offer is submitted. I understand and my firm understands that any misstatement of material representations herein shall be treated as fraudulent or otherwise intentional concealment of the true facts relating to submission of offers for this contract.

CONTRACTOR NAME: GovConnection Inc. DBA Connection Public Sector Solutions

AUTHORIZED CONTACTOR REPRESENTATIVE SIGNATURE:

Ray McIlwain	Ray McIlwain
(Printed Name)	(Signature)
Senior Director Contracts and Compliance	12/31/2025
(Title)	(Date)

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ATTACHMENT 5
DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST AND CONFLICTING EMPLOYMENT OR CONTRACTUAL RELATIONSHIP

Section 112.313 (3) and (7), Florida Statutes, sets forth restrictions on the ability of SBCC employees acting in a private capacity to rent, lease, or sell any realty, goods or services to SBCC. It also places restrictions on SBCC employees concerning outside employment or contractual relationships with any business entity which is doing business with SBCC.

Bidder must disclose in its Bid, the names of any employees who are employed by Bidder who are also an employees of SBCC. Persons identified below may have obligations and restrictions applicable to them under Chapter 112, Florida Statutes.

Name of Bidder's Employee	SBCC Title or Position of Bidder's Employee	SBCC Department/ School of Bidder's Employee
N/A - No Conflicts Exist		

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Check one of the following and sign:

☒ I hereby affirm that there are no known persons employed by Bidder who are also an employee of SBCC.

☐ I hereby affirm that all known persons who are employed by Bidder who are also an employee of SBCC have been identified above.

Ray McAlwain

Signature

GovConnection Inc. DBA Connection Public Sector Solutions

Company Name

ATTACHMENT 6
STATE OF FLORIDA REQUIRED DOCUMENTS

FOREIGN COUNTRY OF CONCERN ATTESTATION

Form must be completed by an officer or representative of an entity submitting a bid, proposal, reply to, entering into, renewing, or extending, a contract with a Governmental Entity which would grant the entity access to an individual's Personal Identifying Information. Capitalized terms used herein have definitions ascribed in Rule 60A-1.020, F.A.C.

(INSERT NAME OF COMPANY GovConnection Inc. DBA Connection Public Sector Solutions) is not owned by the government of a Foreign Country of Concern, is not organized under the laws of nor has its Principal Place of Business in a Foreign Country of Concern, and the government of a Foreign Country of Concern does not have a Controlling Interest in the entity.

Under penalties of perjury, I declare that I have read the foregoing statement and that the facts stated in it are true.

Printed Name: Ray McIlwain Title: Senior Director Contracts and Compliance

Signature: Ray McIlwain Date: 12/31/2025

FL DMS PUR 1355 10/23

VENDOR AFFIDAVIT REGARDING THE USE OF COERCION FOR LABOR AND SERVICES

Vendor Name: GovConnection Inc. DBA Connection Public Sector Solutions

Address: 732 Milford Road, Merrimack, NH. 03054

Section 787.06(13), Florida Statutes requires all nongovernmental entities (such as Vendor) executing, renewing, or extending a contract with a governmental entity (such as the School Board of Levy County, Florida) to provide an affidavit signed by an officer or representative of Vendor under penalty of perjury that Vendor does not use coercion for labor or services as defined in that statute.

As the person authorized to sign on behalf of Vendor, I certify that the company identified above does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

Printed Name: Ray McIlwain Title: Senior Director Contracts and Compliance

Phone Number: 800-800-0019 Email Address: jamie.stoltze@connection.com

Signature: Ray McIlwain Date: 12/31/2025

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ATTACHMENT 7
APPLICANT STATEMENT – BACKGROUND INFORMATION

1. Legal Name and Address: GovConnection Inc. DBA Connection Public Sector Solutions
732 Milford Road, Merrimack, NH. 03054
Address of Proposed Office in Charge, if different:
Contact Person and Position: Ray McIlwain, Senior Director Contracts and Compliance
Telephone: 800-800-0019

2. Circle One: (Corporation), Partnership, Individual, Joint Venture or Other

3. If Corporation,
Date of Incorporation: August 13, 1993
State of Incorporation: Delaware
If out-of-state Corporation currently authorized to do business in Florida, give date of such authorization: GovConnection, Inc. d/b/a Connection Public Sector Solutions was authorized to transact business in Florida on June 21, 2002 (Florida document number F02000003170).
Names and Titles of Principal Officers:

4. Name and Address and amount of ownership of all stockholders owning more than 10 percent of the company:

GovConnection, Inc. d/b/a Connection Public Sector Solutions is a wholly owned subsidiary of PC Connection, Inc.

5. If Partnership: Date of Organization: Not Applicable
Nature of Partnership (General, Limited, or Association): Not Applicable
Name and Address of Partners: Not Applicable

6. If Individual: Name and Address of Owner: Not Applicable

7. Under what other or former names has your organization operated?
Incorporated as ComTeq Federal, Inc. on August 13, 1993; Became a wholly owned Subsidiary of PC Connection, Inc on June 28, 1998; Renamed GovConnection, Inc. on January 1, 2002, Renamed company under one umbrella: Connection in 2016

8. Length of time in business.
32 years, since August 13, 1993

9. Length of time as a registered provider with United Service Administrative Co.
Connection has participated in the E-Rate program since its inception in 1998 — approximately 27 years as of 2025

10. Describe any litigation or regulatory action filed against your firm in the last three (3) years, and the resolution thereof.
Connection has not been a party to any litigation or regulatory action within the past three (3) years that would materially affect its ability to perform under this contract.

11. State whether the firm has offices and representatives in the State of Florida and/or in Clay County or surrounding Counties.
Connection operates a blended workforce model that combines remote-first teams with regional offices and field-based personnel for on-site delivery, ensuring coverage and responsiveness across all project phases. More than 2,600 employees work remotely nationwide, enabling us to staff engagements with the right specialists regardless of location while maintaining local presence where needed.
In Florida, we maintain an office in Boca Raton and deploy local account, engineering, and services resources; Sales Engineers are available for on-site professional services when required. For large deployments, we leverage our ISO 9001:2015–certified Technology Integration and Distribution Center (Wilmington, OH) to pre-stage, configure, and kit equipment, compressing on-site time and reducing risk.

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ATTACHMENT 8

EXPERIENCE OF BIDDER AND REFERENCES

Name of Bidder: GovConnection, Inc. DBA Connection Public Sector Solutions

Number of years your business has performed Wireless Access Point services: Over 20 years

Please provide a list of 3 current references of clients of similar size to that of the District (preferably in the greater North Central Florida area).

Name of Business: Brevard County Schools

Business Address: 2700 Judge Fran Jamieson Way, Viera, FL 32940

Contact person: Barrett Puschus, Director Of IT

Email Address: puschus.barrett@brevardschools.org Phone Number: (321) 431-9703

Name of Business: Hillsborough County Public Schools

Business Address: 901 East Kennedy Boulevard Tampa, FL 33602

Contact person: Scott Gafner, General Manager IT Operations

Email Address: scott.gafner@hcps.net Phone Number: (813) 906-8123

Name of Business: St. Johns County School District

Business Address: 10 Hildreth Drive, St. Augustine, FL 32084

Contact person: Patrick McGee, Director of Technology Support

Email Address: patrick.mcgee@stjohns.k12.fl.us Phone Number: (904) 547-3926

Please provide a list of 2 former clients, with at least 1,000 employees, who have discontinued your services within the last two years, including contact name and phone number.

Name of Business: In the past 2 years, Connection Public Sector Solutions does not have any former clients with over 1,000 employees who have discontinued our services.

Business Address: _____

Contact person: _____

Email Address: _____ Phone Number: _____

Name of Business: PC Connection, Inc., parent of Connection Public Sector Solutions, recently received a Net Promoter Score (NPS) of 82, reflecting our strong customer loyalty and satisfaction.

Business Address: NPS measures how likely customers are to recommend a company, with scores above 50 considered excellent—making an 82 truly outstanding.

Contact person: _____

Email Address: _____ Phone Number: _____

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Detail by Entity Name

Foreign Profit Corporation
GOVCONNECTION, INC.

Filing Information

Document Number	F02000003170
FEI/EIN Number	52-1837891
Date Filed	06/21/2002
State	MD
Status	ACTIVE
Last Event	CANCEL ADM DISS/REV
Event Date Filed	12/26/2003
Event Effective Date	NONE

Principal Address

2275 Research Blvd.
Suite 360
Rockville, MD 20850

Changed: 01/10/2023

Mailing Address

2275 Research Blvd.
Suite 360
Rockville, MD 20850

Changed: 01/10/2023

Registered Agent Name & Address

REGISTERED AGENT SOLUTIONS, INC.
2894 REMINGTON GREEN LANE
SUITE A
TALLAHASSEE, FL 32308

Name Changed: 01/13/2025

Address Changed: 03/10/2025

Officer/Director Detail

Name & Address

Title President, Director

Kirsch , Larry
2275 Research Blvd.

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Evans, JOAN
2275 Research Blvd.
Suite 360
Rockville, MD 20850

Title CEO

McGrath, Timothy
2275 Research Blvd.
Suite 360
Rockville, MD 20850

Title CFO

Baker, Thomas C.
2275 Research Blvd.
Suite 360
Rockville, MD 20850

Annual Reports

Report Year	Filed Date
2023	01/10/2023
2024	04/05/2024
2025	03/10/2025

Document Images

03/10/2025 -- ANNUAL REPORT	View image in PDF format
01/13/2025 -- Reg. Agent Change	View image in PDF format
04/05/2024 -- ANNUAL REPORT	View image in PDF format
01/10/2023 -- ANNUAL REPORT	View image in PDF format
01/28/2022 -- ANNUAL REPORT	View image in PDF format
04/30/2021 -- ANNUAL REPORT	View image in PDF format
05/12/2020 -- ANNUAL REPORT	View image in PDF format
04/03/2019 -- ANNUAL REPORT	View image in PDF format
02/07/2018 -- ANNUAL REPORT	View image in PDF format
01/10/2017 -- ANNUAL REPORT	View image in PDF format
01/22/2016 -- ANNUAL REPORT	View image in PDF format
01/23/2015 -- ANNUAL REPORT	View image in PDF format
04/25/2014 -- ANNUAL REPORT	View image in PDF format
04/15/2013 -- ANNUAL REPORT	View image in PDF format
04/10/2012 -- ANNUAL REPORT	View image in PDF format
04/18/2011 -- ANNUAL REPORT	View image in PDF format
01/08/2010 -- ANNUAL REPORT	View image in PDF format
01/14/2009 -- ANNUAL REPORT	View image in PDF format
07/09/2008 -- ANNUAL REPORT	View image in PDF format
07/20/2007 -- ANNUAL REPORT	View image in PDF format
03/29/2006 -- ANNUAL REPORT	View image in PDF format
01/18/2005 -- ANNUAL REPORT	View image in PDF format
04/30/2004 -- ANNUAL REPORT	View image in PDF format
12/26/2003 -- REINSTATEMENT	View image in PDF format

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B. Technical

Requirements

1.1 The Wireless Solution must meet the following requirements:

• The Wireless Access Points should include a Layer-3 or Application based firewall to filter clients on the AP

The **Layer 3 firewall rules on Meraki MR access points are stateless** and can be configured based on destination IP address and port. These rules control outbound client traffic from the wireless network to the wired LAN or Internet. The rules are evaluated in numeric order, and the first matching rule is applied. If no rules match, the default is to allow all traffic. These Layer 3 rules provide granular access control but are limited to IP and port-based filtering without stateful inspection on the MR APs themselves

• The Wireless Solution should include reporting features for troubleshooting client connectivity issues and tracking devices associated to an AP or previous APs.

- **Dashboard Intelligence and Root Cause Analysis:** The Meraki Dashboard includes automated root cause analysis for MR access points, which correlates network events to provide deeper insights, identify the scope of issues, and offer actionable resolution steps such as VLAN mismatches, CRC errors, and configuration mismatches.
- **Client and Network Health Tabs:** The dashboard features a wireless Health tab that offers a top-down assurance overview, enabling you to drill down from overall network health to single device troubleshooting workflows.
- **Live Tools and Packet Captures:** You can perform packet captures directly from the dashboard to analyze common issues like DHCP, ARP, and ICMP. Proactive packet capture enablement allows automatic captures on selected devices, which can be viewed on the Clients page.
- **Event Logs and Alerts:** The dashboard provides detailed event logs showing associations, disassociations, deauthentications, RSSI values (signal strength), and timestamps to build timelines of client connectivity events. Alerts can be customized and monitored in real-time to proactively detect issues.
- **Connectivity Graphs:** Connectivity graphs spanning hours, days, or weeks help spot outages or changes in device status quickly.
- **API-Driven Troubleshooting:** The Meraki Dashboard API allows programmatic access to device statuses and event data, enabling automation and integration with other tools.
- **Support Integration:** The dashboard includes a “Call Me Now” feature to connect directly with Cisco support engineers for urgent or complex issues.

• At a minimum, 7 days of historical data is required to troubleshoot previous issues and locating devices.

Historical data can be configured from 2 hours to 6 months, change logs and other operational logs are retained for 24 months.

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• *The Wireless Solution's management should be hosted externally with a minimum of 99.999% uptime.*

Connection's proposed solution Meets or exceeds this requirement.

Centralized Wireless Management software is defined by SBCC as devices managed in one platform under one vendor in a single pane of glass with scalability of 4000 or more AP's.

• *On-prem controller-based solutions are not being requested for this RFP/FCC Form 470.*

• *Mounting options for each AP should include ceiling grid mounts and flat mounts (for drywall installation).*

• *All requested features/capabilities fully supported by (1) gigabit ethernet POE+*

Connection's proposed solution Meets or exceeds this requirement.

(802.3at, class 4)

• *Must support a minimum 4x4:4 MU-MIMO on both the 5GHz and 6GHz band for the indoor model*

• *Limited Lifetime Hardware Warranty included at no extra cost for the indoor access point model*

• *Minimum 1-Year Limited Hardware Warranty for outdoor access point model*

Connection's proposed solution Meets or exceeds this requirement.

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D. Company Qualifications and Vendor References

Contractor should provide the following information, at a minimum, about your company: Using cover letter format, please provide an introduction to the company to include:

School Board of Clay County
900 Walnut St
Green Cove Springs, FL, 32043

Re: E-Rate FCC Form 470 #260006014

Connection® Public Sector Solutions (Connection), appreciates the opportunity to participate in the FCC Form 470 Response Process and are pleased to offer the enclosed E-Rate solution for your review and consideration. Connection complies with USAC's terms, and this opportunity follows Connection's standard terms and conditions.

Highlights of Connection's E-Rate Expertise:

- **Longstanding Experience:** Connection has participated in the E-Rate program for over 25 years, managing more than $2 billion in awards as a Category 2 Service Provider.
- **Top-Tier Vendor Partnerships:** Connection is a top-tier partner with major networking OEMs such as Cisco, Ruckus, Aruba, and Juniper, ensuring access to leading-edge technology and support.
- **Nationwide Reach and Impact:** Connection supports hundreds of districts across the US, with nearly half of recent education revenue directly attributable to K-12 and state/local institutions and libraries.
- **Customer Advocacy and Guidance:** Connection offers specialized E-Rate guidance, helping customers navigate USAC rules, assemble technology partners, and secure funding for digital equity initiatives.
- **Integrated Support Teams:** Each customer is assigned a dedicated Account Manager, backed by sales, engineering, and delivery experts to ensure seamless project delivery and ongoing support.

Connection is a national IT solutions provider with a dedicated Public Sector division focused on K–12 education and libraries. We have participated in the E-Rate program continuously since 1998 and have managed more than $2B in Category 2 awards, helping districts modernize wired and wireless infrastructure at scale.

Your dedicated Connection Account Manager team is lead by Jamie Stoltze (1-800-800-0019 ext. 75520; jaime.stoltze@connection.com), and Jerret Simmons, Business Development Manager (1-800-800-0019 ext. 74510; jerret.simmons@connection.com). Jamie and Jerret will work with School Board of Clay County to coordinate schedules, contracting, and project communications. Connection maintains Green Light status with the FCC, supporting compliant bidding and invoicing under E-Rate.

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- *Highlights of the contractor's qualifications and ability to perform the requested services.*

Connection is a top-tier partner with leading networking OEMs including Cisco, providing access to current product portfolios, engineering best practices, and escalation pathways critical to on-time delivery and lifecycle success in education environments. Our ISO 9001:2015-certified Technology Integration and Distribution Center (TIDC) in Ohio supports secure pre-staging, configuration, asset tagging, kitting, and nationwide logistics, compressing deployment timelines and ensuring consistency across multi-school rollouts. Our public sector organization integrates proposal, contracts, capture, sales, engineering, and project management resources to deliver districtwide initiatives in a turn-key manner—from needs assessment and architecture/design through implementation and post-installation support—with processes aligned to E-Rate eligibility and documentation requirements.

- *Specify the level of capability, financial stability, material equipment, facilities, personnel, resources, experience knowledge and expertise, or demonstrate ability to obtain any of these, necessary to meet contractual requirements.*

Connection brings the scale, financial strength, and specialized public-sector delivery model required to meet Clay County's contractual requirements. We maintain active E-Rate identifiers SPIN 143026005 and FCC/FRN 0012080651, supporting efficient, audit-ready procurement and invoicing. Audited financials, insurance certificates, and bank references can be provided under NDA. Our delivery backbone includes the ISO-certified TIDC described above, enabling material readiness and schedule assurance for large K-12 programs.

We field approximately 400 engineering, services, and technical staff trained to design, implement, and support complex K-12 networking environments, led by an E-Rate Program Team under Thomas Halberda (Director of E-Rate and Data Center Sales), who holds a Cisco Networking Sales Certification and brings 20+ years of education leadership. Connection supports hundreds of districts nationwide, reflecting repeatable execution and the resources to scale rapidly as needs evolve.

- *Indicate whether the contractor has a satisfactory record of performance on similar projects.*

Connection maintains a satisfactory performance record delivering E-Rate-eligible, districtwide networking projects for K-12 institutions nationwide, with repeat engagements across hundreds of districts and a significant share of education revenue dedicated to K-12 customers. Our turn-key delivery model—needs assessment, design, OEM coordination, implementation, and post-installation support—has been applied on projects comparable in scope to Clay County's requirements, including districtwide wireless and wired infrastructure initiatives. Current and former client references of similar size are included in Attachment 8 of our response and may be contacted to confirm on-time delivery, quality, and service performance.

- *Specify the level of work experience especially as it relates to proposed Scope of Work noted in the RFP.*

Connection has deep experience delivering internal connections projects aligned to Clay County's anticipated scope areas, including districtwide wired and wireless networking,

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structured cabling, installation, configuration, and post-installation support in K-12 environments. We routinely deliver modern wired and wireless networks in partnership with Cisco and manage cabling, installation, and full project management for districtwide initiatives—mapping each phase to E-Rate eligibility and documentation requirements.

Our turn-key engagement model—needs assessment, architecture/design, OEM coordination, implementation by certified engineers, and post-installation support—has been applied successfully on projects of comparable scope and complexity across school districts nationwide. To support reliable schedule execution across multiple sites, we leverage our ISO 9001:2015-certified Technology Integration and Distribution Center for secure pre-staging, imaging, asset tagging, kitting, and rapid logistics. References for similar-scope engagements are provided in Attachment 8.

- *Indicate whether contractor has ever had a contract/agreement/business relationship terminated/cancelled/suspended. If so, what were the reasons, and what was the ultimate outcome?*

To the best of our knowledge, Connection has not had a contract, agreement, or business relationship terminated for cause or default and has never been suspended or debarred; on rare occasions, public entities have exercised termination for convenience or non-renewal due to funding or scope changes, and each was closed out orderly with all obligations met.

- *Indicate whether contractor has ever filed a Bid/RFP/RFQ protest. If so, what were the reasons, and what was the ultimate outcome?*

On rare occasions and only when justified, Connection has sought formal clarification of RFP award outcomes to address administrative errors (e.g., missing documentation); such process-level actions are narrow in scope and will not materially affect this contract if awarded.

- *Indicate whether contractor has ever filed an administrative or judicial action with any State agency or State court. If so, what were the grounds/reasons, and what was the ultimate outcome?*

Connection has not filed an administrative or judicial action with any State agency or State court.

- *Using Attachment 7: Provide company background information.*

Please refer to Attachment 7 included with our response.

- *Using Attachment 8: Provide a list of 3 current references of clients of similar size to that of the District (preferably in the greater North Central Florida area). Please provide a list of 2 former clients, with at least 1,000 employees, who have discontinued your services within the last two years, including contact name and phone number*

Please refer to Attachment 8 included with our response.

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Thank you for the opportunity to offer this proposal. For additional information, or to discuss any portion of this response to your FCC Form 470, please feel free to contact your dedicated Connection Account Management team.

Jamie Stoltze, Presidential Account Manager

1-800-800-0019 ext. 75520
jaime.stoltze@connection.com),

Jerret Simmons, Business Development Manager

1-800-800-0019 ext. 74510
jerret.simmons@connection.com).

Sincerely,



Ray McIlwain
Senior Director, Contracts and Compliance
Connection® Public Sector Solutions
732 Milford Road, Merrimack, NH 03054 ▪ www.connection.com/ps

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Connection & K12 Education Technology Solutions and Services

Powering K-12 Education Innovation

Connection enables K-12 education technology transformation with solutions and services that address key challenges and pave the way for seamless integration and uninterrupted education experiences. We create connected digital workspaces, modernize infrastructure, and optimize supply chains to lay the foundation for successful K-12 education innovation.

Connection supports K-12 education technology and E-Rate with a comprehensive portfolio of solutions, deep expertise, and a proven, customer-focused process that addresses both technology and funding challenges for school districts nationwide. Key components of Connection's approach include:

Technology Solutions and Services

Connection delivers key education IT services and products, including modern wired and wireless networking (partnering with top OEMs such as Cisco, Ruckus, Aruba, and Juniper) Connection also provides cabling, installation, and project management for district-wide deployments in partnership with our Professional Services organization, (TDIC), with our staff of certified engineers for design, deployment, and support of complex networking environments with a focus on specialized expertise for remote and hybrid learning environments, infrastructure modernization, and digital workspace optimization

Turn-Key Project Delivery and Funding Guidance

Connection offers turn-key solutions—starting with needs assessment, solution design, vendor coordination, implementation, and post-installation support. Connection provides dedicated E-Rate guidance, educating customers on the program and helping districts maximize compliance and funding eligibility.

Integrated Sales, Engineering, and Operations Teams

Connection's public sector division includes dedicated sales managers, account managers, engineers, proposal writers, and contracts staff focused on K-12 and E-Rate customers. Connection's recent enhancements to integrate our sales, engineering and operations teams include expanded rapid-response delivery capacity and marketing outreach, enabling small to large-scale K-12 deployments with speed and efficiency.

Connection supports hundreds of districts nationwide, with nearly half of recent education revenue directly attributable to K-12 and state and local institutions, demonstrating strong market focus and expertise supporting K-12 districts and public libraries achieve their E-Rate purchasing goals.

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Contract Expertise and Customer Advocacy

Connection maintains a large portfolio of government and education contracts, offering competitive pricing and procurement strategies tailored for public institutions. As part of Connection's commitment to diversity, equity and inclusion - Connection advocates for digital equity, ensuring all students nationwide have access to reliable, affordable IT infrastructure through the E-Rate program and other funding sources.

Ongoing Engagement and Support

Connection teams provide guidance not only prior to purchase but throughout the solution lifecycle, integration planning, knowledge transfer, maintenance, and upgrade pathways. Connection's strong partnerships with third-party providers enable districts with unique or advanced requirements (such as wireless mesh networking or hybrid learning technologies) to receive customized support to build solutions that meet the unique needs of each district.

Unique Advantages of Partnering with Connection

Integrated E-Rate program leadership and education technology specialists, many with direct school experience, are available to understand district culture and challenges.

Connection's ISO 9001:2015-certified Technology Integration and Distribution Center located in Ohio has the capability to provide secure, rapid configuration, delivery, and support for small to large-scale deployments across the US, including Fast, reliable delivery ensures rapid, accurate configuration and shipment nationwide. Connection's TIDC offers Efficiency & Scalability: Streamlined processes enable quick rollouts for large projects, reducing delays for schools and agencies. Connection's Lifecycle Support includes integration planning, maintenance, and ongoing customer service beyond initial delivery.

Green Light Status

As part of compliance with USAC Regulations for bidding, Connection confirms that we are in good standing and hold green light status with the FCC.



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E-Rate Team & Resources

Connection has successfully participated in the E-Rate program since its inception, in 1998, bringing discounted technology to K-12 school districts all over the country. Our E-Rate customers rely on Connection to provide complete turn-key solutions around internal connections to include networking, wireless, cabling, implementation, and support.

To our K-12 customers, we offer the expertise of our experienced E-Rate team to educate, assist and provide guidance to our customers while navigating E-Rate and understanding USAC rules. Our E-Rate team, under the direction of Thomas Halberda, Director of E-Rate, has worked with K-12 districts and libraries and consortiums, instructional leaders as well as technical leaders, and has the technical background needed to help identify needs, assemble the required technology partners to create unique solutions, get them integrated and assist in getting the funding required to implement the desired results.



What sets Connection apart is our ability to offer this specialized E-Rate guidance combined with our highly trained sales team, 400 engineering, services, and technical staff to help design, implement, and manage the most complex of networking designs.

We are uniquely positioned to ensure that every school district has successful experience with the E-Rate Program and to secure the funding requested to support digital equity.

Thomas Halberda, Director of E-Rate and Data Center Sales

Thomas has been in the Public Sector Sales/Education Market, specifically the E-Rate Program for over 2 two decades where he has served in a variety of leadership positions.

Throughout Thom's career as a business owner, VP of Sales, Director of Channel Operations for a leading networking manufacturer and Director of Sales for a Texas based K-12 Education Team, Thom and teams he has led have consistently exceeded growth expectations and he developed many sales strategies and programs earning him numerous awards.

Working with K-12 Districts and Libraries and Consortiums, Instructional Leaders as well as Technical Leaders, Tom has the technical background needed to help identify needs, assemble the required technology partners to create unique solutions, get them integrated and assist in getting the funding required to implement the desired results. Participating in the E-Rate Program for over 20 years, Thom has managed over $2B of Awards as a Category 2 Service Provider. Tom has multiple manufacturers' certifications including Cisco Networking Sales Certification and VMware Certification.

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Change is inevitable, in today's challenging time it is critical that organizations take advantage of all the technical resources funding sources available to them. Thom has the experience and knowledge of several programs, including the E-Rate Program help guide organizations take full advantage of the available technical and financial resources available to them. Tom and the Educational Leadership Team of Connection have the experience and expertise to produce results. Thom reports to Bob Marconi, Vice President SLED Sales.

Contact information for Thom:

800-800-0019 ext. 33226
thomas.halberda@connection.com

E-Rate 470 Support Team



Connection supports hundreds of districts nationwide, with active customers across the US. In 2024, nearly half of Connection's education business was attributed to K-12 institutions, highlighting the focus and breadth of the education program.

Recent enhancements include Increased capacity for rapid-response delivery from their Technology Integration and Distribution Center, supporting large-scale K-12 deployments alongside E-Rate opportunities and expanded marketing technology stack (MarTech), supporting more targeted and efficient outreach to school districts

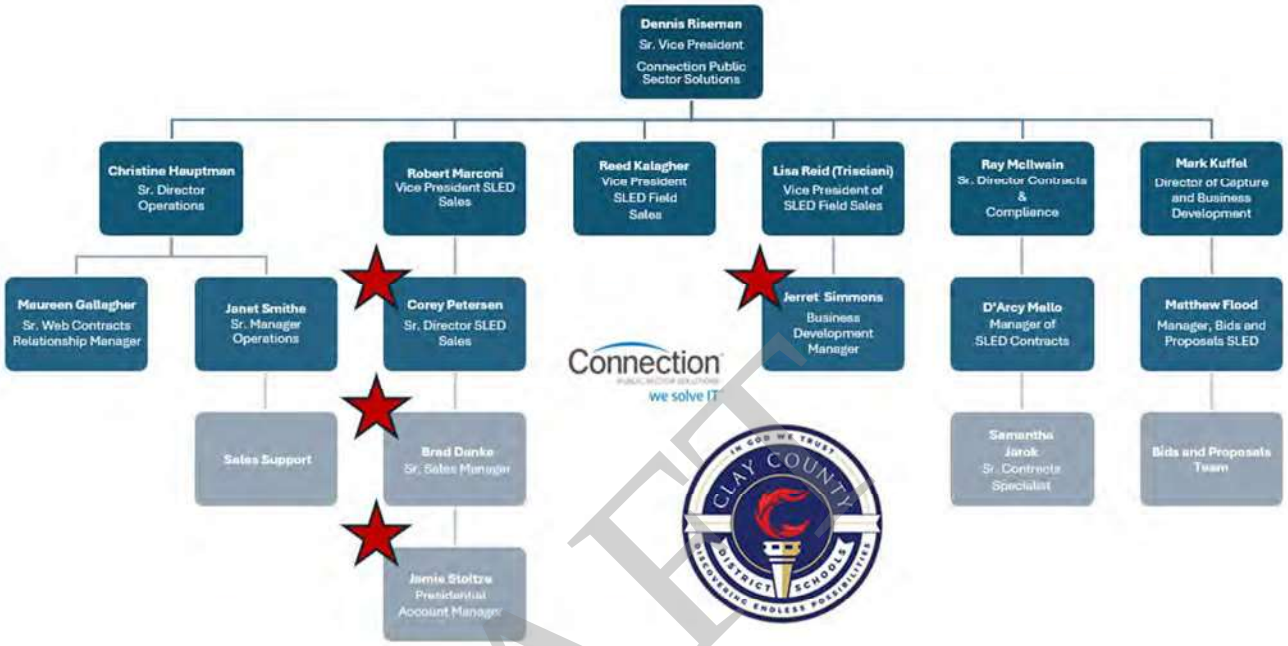
Connection has created a dedicated team to proactively reach out & address responding to E-Rate opportunities and assist customers in maximizing their experience with USAC Funding. The E-Rate team consists of regional based Account managers, and dedicated resources from our Capture Management, Contracts & Proposal teams.

Connection's promotion of the E-Rate program in K-12 is a coordinated effort across education-focused marketing, personalized account management, expert-led guidance, vendor partnerships, and constant engagement with customer needs at every touchpoint.

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School Board of Clay County's Account Support Team



Account Manager Role & Responsibilities

Jamie Stoltze – your Connection Presidential Account Manager is your dedicated point of contact, responsible for supporting all aspects of your IT projects, purchases, and contracts, and serving as a partner committed to your ongoing satisfaction. Each customer is assigned a dedicated Account Manager, backed by a broader team including a Sales Manager, Sales Director, and subject matter experts, ensuring you have access to the resources and expertise needed at every stage.

Your dedicated Connection Account Manager acts as a central contact for your organization, providing guidance and support throughout the project lifecycle. Your dedicated Account Manager partners with your team to ensure successful planning, implementation, and ongoing support for IT solutions.

Connection's Account Managers facilitate communication between your organization and Connection's technical, engineering, and executive staff. Your Account Manager handles issues directly and escalates unresolved matters through a structured hierarchy for rapid problem resolution, starting with the Sales Manager and progressing to the Sales Director and VP if needed. Your dedicated Account Manager can also assist with product returns and warranty claims within the specified period after purchase.

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Business Development Manager Role & Responsibilities

The Business Development Manager (BDM) role at Connection is an outside, quota-carrying field seller who drives net-new growth and strategic expansion, partnering with Account Managers to develop solution-led opportunities across hardware, software, cloud, security, services, and staffing.

BDM's act as a customer-facing executive, building relationships, meeting on site, and advocating for customer needs while coordinating internal specialists and manufacturer partners to deliver tailored technology solutions and support key projects and business reviews.

Sales Manager Support



Sales Managers at Connection plays a central role in the delivery of solutions to customers, particularly within the Public Sector and E-Rate program. Their primary responsibilities include supporting dedicated customers as part of an account team, working closely with Account Managers and Sales Directors. Sales Managers work with the teams they lead, guiding assessment, planning, and implementation for IT projects, purchases, and contracts.

Connection's Sales Managers act as a key escalation point for issues and ensuring service excellence, and participate in internal reviews prior to submitting bids, proposals, and documentation, often coordinating with other departments and managers to ensure that Connection's proposed solutions are compelling, compliant and fulfill our customer's needs.

Account Management Hierarchy & Escalation Path

The Account Manager is part of a dedicated team alongside the Sales Manager, Sales Director, and Sales VP. Connection's sales teams' collaboration ensures the unique needs of districts and organizations are fully supported with tailored solutions.

Connection's customer support extends beyond the Account Manager for complex or unresolved issues up the leadership path, including dedicated Sales Managers, Sales Directors, and ultimately if needed, your dedicated account team has the support of Vice President of SLED Sales, Bob Marconi.



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Important Information

Warranty / Returns: All products purchased via Connection, come with the specific warranty offered by the manufacturers. As Connection is the reseller and not the manufacturer of the products offered within this IFB, the manufacturer warranty on all products purchased through Connection, will be passed through to the purchaser.

Your Account Manager should be notified within 30 days of purchase to return defective product, for repair or replacement, for up to 30 days from the date of receipt. (Reference our return policy, via the link below, for complete details and restrictions.) After this period, the individual manufacturer's warranty/return policy will come into effect.
https://www.govconnection.com/IPA/Content/Support/Returns/PCCGOV/Default

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Appendix

Product Specifications

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CW9164 Datasheet

High-Performance Wi-Fi 6E Wireless

Tri-band 802.11ax-compliant access point with separate radios dedicated to security, RF management, and Bluetooth® coupled with a USB port for added connectivity options.



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Flexible Deployment Options

With the flexibility to choose between cloud- and on-premises management, the Catalyst 9164 Series Access Point ensures network investment protection and unlocks the power of hybrid work. The Wi-Fi 6E-compliant access point takes advantage of the 6-GHz band expansion to produce a network that is more reliable and secure, with higher throughput, more capacity, and less device interference. The access points come with one 2x2:2 and two 4x4:4 radios and provide a host of cutting-edge features.

With the industry's leading network architecture (Catalyst) joining the industry's leading cloud IT platform (Meraki), this access point provides an unparalleled network experience. For organizations that need solutions to power hybrid work, and that allow their people to work anywhere at any given time with elevated, secure, and connected experiences, the Cisco Catalyst 9164 Series Access Points are the best choice.

Operational management is not static, as customers are able to change their network management whenever they want. If a network with Cisco Catalyst 9164 Series Access Points was originally an on-premises deployment, it can be changed to cloud-based management without the need to purchase and redistribute additional hardware.

Cisco Meraki Cloud Management

Pairing the Cisco Catalyst 9164 Series Access Points with the Meraki cloud platform gives organizations a unified IT experience for network monitoring and management. The Meraki dashboard provides an intuitive and interactive web interface connecting your network to the industry's leading cloud IT platform.

Through the dashboard, Meraki provides sophisticated and scalable tools to automate network optimization, deploy policy and segmentation configurations across thousands of sites and devices, and manage a full-stack network from SD-WAN to Access to IoT technologies. The platform supports over 3.5 million active networks around the world.

Working together, the Catalyst 9164 Series and Cisco Meraki offer such features as:

- Cisco DNA Spaces
- Cisco Identity Services Engine
- Meraki Health intelligent optimization and assurance
- Meraki Vision, smart cameras, and sensors for network closet monitoring

Cisco DNA and Catalyst 9800 WLC support

Cisco Catalyst 9164 Series Access Points can also be paired with Catalyst 9800 WLC and Cisco DNA Center. Cisco DNA Center allows you to understand your network with real-time analytics, quickly detect and contain security threats, and easily provide network-wide consistency through automation and virtualization.

Working together, the Catalyst 9164 Series and Cisco DNA offer such features as:

- Cisco DNA Spaces
- Cisco Identity Services Engine
- Cisco DNA Analytics and Assurance along with Intelligence Capture (iCAP)

For information about Cisco DNA, refer to the Cisco DNA Solution Overview.

6 GHZ Radio Architecture

Tri-band configuration unlocks the use of the new spectrum in the 6GHz frequency range. This provides additional channels to increase throughput and reduce interference and noise from legacy devices. 6GHz support ensures that the CW9164 supports future technologies.

Designed for next-generation deployments in offices, schools, hospitals, retail shops, and hotels, the CW9164 offers high throughput, enterprise-grade security, and simple management.

The CW9164 provides a maximum of 7.49 Gbps* aggregate frame rate with concurrent 2.4 GHz, 5 GHz, and 6GHz radios. A dedicated fourth radio provides real-time WIDS/WIPS with automated RF optimization, and a fifth integrated IoT radio delivers Bluetooth scanning and beaconing.

With the combination of cloud management, high-performance hardware, multiple radios, and advanced software features, the CW9164 makes an outstanding platform for the most demanding of uses. This includes high-density deployments and bandwidth or performance-intensive applications like voice (Cisco WebEx) and high-definition video.

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CW9164 and Meraki cloud management

Management of the CW9164 is through the Meraki cloud, with an intuitive browser-based interface that enables rapid deployment without time-consuming deployment complexity and time-consuming staging process. Since the CW9164 is self-configuring and managed over the web, it can be deployed at a remote location in a matter of minutes, even without on-site IT staff.

24x7 monitoring via the Meraki cloud delivers real-time alerts if the network encounters problems. Remote diagnostic tools enable immediate troubleshooting over the web so that distributed networks can be managed with a minimum of hassle.

The CW9164's firmware is automatically kept up to date via the cloud. New features, bug fixes, and enhancements are delivered seamlessly over the web. This means no manual software updates to download or missing security patches to worry about.

Product Highlights

- 2x2:2 and 4x4:4 MU-MIMO 802.11ax compatible
- 7.49 Gbps tri-radio aggregate frame rate
- 24x7 real-time WIDS/WIPS and spectrum analytics via dedicated Scanning radio
- Integrated Bluetooth Low Energy Beacon and scanning radio
- 1x 2.5 Gbps mGig Ethernet port
- USB 2.0 host interface (Type A connector) with a 4.5W power budget
- Enhanced transmit power and receive sensitivity
- Full-time Wi-Fi location tracking via dedicated Scanning radio
- Integrated enterprise security and guest access
- Application-aware traffic shaping
- Optimized for voice and video
- Self-configuring, plug-and-play deployment
- Sleek design blends into office environments

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Features

Tri–radio aggregate frame rate of up to 7.49 Gbps*

A 6 GHz 4x4:4, 5 GHz 4x4:4, and 2.4 GHz 2x2:2 radio offer a combined tri–radio aggregate frame rate of 7.49 Gbps*. Technologies like transmit beamforming and enhanced receive sensitivity allow the CW9164 to support a higher client density than typical enterprise-class access points, resulting in better performance for more clients from each AP.

* Refers to maximum over-the-air data frame rate capability of the radio chipset, and may exceed data rates allowed by IEEE 802.11ax operation.

Multi-User Multiple Input Multiple Output (MU-MIMO)

With support for features of 802.11ax, the CW9164 offers DL and UL MU-MIMO and OFDMA for more efficient transmission to multiple clients. Especially suited to environments with numerous mobile devices, MU-MIMO and OFDMA enable multiple clients to receive data simultaneously. This increases the total network performance and improves the end-user experience.

IoT and Bluetooth Low Energy Radio

An integrated Bluetooth radio provides seamless deployment of Bluetooth Low Energy beacon functionality and effortless visibility of Bluetooth devices. The CW9164 enables the next generation of location-aware applications while future-proofing deployments, ensuring it's ready for any new customer engagement strategies.

Automatic Cloud-Based RF Optimization

The CW9164's sophisticated and automated RF optimization means that there is no need for the dedicated hardware and RF expertise typically required to tune a wireless network. The RF data collected by the dedicated fourth radio is continuously fed back to the Meraki cloud. This data is then used to automatically tune the channel selection, transmit power, and client connection settings for optimal performance under even the most challenging RF conditions.

Integrated Enterprise Security and Guest Access

The CW9164 features integrated, easy-to-use security technologies to provide secure connectivity for employees and guests alike. Advanced security features such as AES hardware-based encryption and Enterprise authentication with 802.1X and Active Directory integration provide wired-like security while still being easy to configure. CW9164 will also support 192-bit encryption along with WPA3 support for added security of the wireless network.

One-click guest isolation provides secure, Internet-only access for visitors. PCI compliance reports check network settings against PCI requirements to simplify secure retail deployments.

Dedicated scanning radio delivers 24x7 Air Marshal and RF analytics

There's no need to choose between wireless security (AirMarshal), advanced RF analysis, and serving client data. A dedicated scanning radio means that all functions occur in real-time without impacting client traffic or AP throughput.

The CW9164's dedicated tri-band scanning radio security radio continually monitors the environment, characterizing RF interference and containing wireless threats like rogue access points. Containment is only possible in the 2.4 GHz and 5 GHz frequencies as 6 GHz requires Protected Management Frames (PMF).

Enterprise Mobility Management (EMM) and Mobile Device Management (MDM) integration

Meraki Systems Manager natively integrates with the CW9164 to offer automatic, context-aware security. System Manager's self-service enrollment helps to rapidly deploy MDM without installing additional equipment and then dynamically tie firewall and traffic shaping policies to client posture.

Application-Aware Traffic Shaping

The CW9164 includes an integrated layer 7 packet inspection, classification, and control engine, enabling the configuration of QoS policies based on traffic type, helping to prioritize mission-critical applications while setting limits on recreational traffic like peer-to-peer and video streaming. Policies can be implemented per network, SSID, user group, or individual user for maximum flexibility and control.

Voice and video optimizations

Industry-standard QoS features are built-in and easy to configure. Wireless Multimedia (WMM) access categories, 802.1p, and DSCP standards support all ensure important applications get prioritized correctly, not only on the CW9164 but also on other network devices. Unscheduled Automatic Power Save Delivery (U-APSD) and Target Wait Time feature in 802.11ax clients ensure minimal battery drain on wireless VoIP phones.

Self-Configuring, Self-Maintaining, Always Up-To-Date

When plugged in, the CW9164 automatically connects to the Meraki cloud, downloads its configuration, and joins the appropriate network. Administrators can schedule automatic firmware upgrades for their Dashboard network seamlessly. This ensures the network is kept up-to-date with bug fixes, security updates, and new features.

Meraki Health

CW9164 will support all the latest and greatest analytics to provide AI/ML anomaly detection, server root cause analysis, wireless client scoring based on performance and connectivity metrics, and network benchmarking for networks of similar size and vertical. Along with these features, CW9164 will provide advanced location analytics via API and graphs in the dashboard to provide a clear picture of client density and their movement across the floor plan.

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Choice of Management Mode

Cisco Catalyst 9164 series access points can be managed either on-premises with Catalyst 9800 wireless LAN controllers (WLC) or cloud-managed through the Meraki dashboard. Customers have the flexibility to deploy these access points in one management mode and migrate to the other in the future.

Specifications

Category	Specifications
Radios	• 2.4 GHz 802.11b/g/n/ax client access radio • 5 GHz 802.11a/n/ac/ax client access radio • 6 GHz 802.11ax client access radio • 2.4 GHz, 5 GHz, and 6 GHz tri-band Air Marshal WIDS/WIPS, spectrum analysis, and location analytics radio • 2.4 GHz Bluetooth Low Energy radio with beacon and scanning support concurrent operation of all five radios
Antenna	• Integrated omnidirectional antennas ◦ 2.4 GHz: Peak gain 3 dBi, internal antenna, omnidirectional in azimuth ◦ 5 GHz: Peak gain 5 dBi, internal antenna, omnidirectional in azimuth ◦ 6 GHz: Peak gain 4 dBi, internal antenna, omnidirectional in azimuth
802.11 ax compatible, 802.11ac Wave 2, and 802.11n Capabilities	• UL/DL-OFDMA • Target wait time (TWT) • BSS coloring* • SU-MIMO and DL MU-MIMO support • Maximal ratio combining (MRC) • 802.11ax beamforming • 20 and 40 MHz* channels (802.11n) • 20, 40*, 80 MHz channels (802.11ac wave 2) • 20, 40*, 80, and 160 MHz channels (802.11ax) **Note:** *40MHz channels are supported only in 5 & 6 GHz bands. • Up to 1024-QAM on 2.4 GHz, 5 GHz, and 6 GHz bands • Packet aggregation - A-MPDU (transmit and receive), A-MSDU (transmit and receive)

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Power

- Power over Ethernet: 42.5 - 57V (PoE+ and UPoE compliant)
- DC power adapter (54V)
- Power requirement USB: Up to 30.5W (UPOE)
- Power requirement No USB: Up to 25W (PoE+)
- Power over Ethernet injector and DC adapter sold separately

Actual power consumption may vary depending on the AP usage

Power Source	2.4 GHz radio	5 GHz radio	6 GHz radio	Link speed	USB	Maximum PoE power consumption
802.3bt (UPOE)	2x2	4x4	4x4	2.5 Gbps	Y (4.5W)	30.5W
802.3at (PoE+)	2x2	4x4	4x4	2.5 Gbps	N	25W
802.3af (PoE)	–	–	–	–	–	–
DC Power	2x2	4x4	4x4	2.5 Gbps	Y	

It is recommended that you ensure that LLDP is enabled to allow proper power negotiation

802.3af PoE is not supported

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Interfaces

- 1x 100/1000/2.5G BASE-T Ethernet (RJ45)
- 1x DC power connector (8 mm, center positive)
- USB 2.0 at 4.5W

- Console - only available in DNA Management Mode
- Environmental interfaces - only available in DNA Management Mode

Mounting

- All Cisco standard mounting hardware supported (AIR-AP-BRACKET-2 included)

- Desktop, ceiling, and wall-mount capable
- Ceiling tile rail (9/16 in, 15/16 in, or 1 ½ in flush or recessed rails), assorted cable junction boxes

Physical security

- Kensington lock slot

Environment

- Nonoperating (storage) temperature: -22°F to 158°F (-30°C to 70°C)
- Nonoperating (storage) altitude test: 25˚C (77°F) at 15,000 ft (4600 m)
- Operating temperature: 32°F to 122°F (0°C to 50°C)
- Operating humidity: 10% to 90% (non-condensing)
- Operating altitude test: 40˚C (104°F) at 9843 ft (3000 m)

Reliability

Mean time between failure (MTBF):

- 1,128,980 hrs at 77°F (25°C) operating temperature
- 289,596 hrs at 122°F (50°C) operating temperature

Physical Dimensions

- 9.5 in x 9.5 in x 2.2 in (241.3 mm x 241.3 mm x 56.9 mm)
- Weight: 3.54 lb (1.60 kg)

Security

- Integrated layer 7 firewall with mobile device policy management
- Real time WIDS/WIPS with alerting and automatic rogue AP containment with Air Marshal
- Flexible guest access with device isolation
- VLAN tagging (802.1q) and tunneling with IPsec VPN
- PCI compliance reporting
- WPA2-PSK, WPA2-Enterprise, WPA3 - Personal, WPA3 - Enterprise, WPA3 - Enhanced Open (OWE)
- EAP Local authentication - EAP-TTLS/PAP, PEAP-GTC, EAP-TLS
- Advanced Encryption Standard (AES)
- Enterprise Mobility Management (EMM) and Mobile Device Management (MDM) integration

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- Cisco ISE integration for guest access and BYOD posturing

Quality of Service

- Advanced power save (U-APSD)
- WMM access categories with DSCP and 802.1p support
- Layer 7 application traffic identification and shaping

Mobility

- PMK, OKC, and 802.11r for fast layer 2 roaming
- Distributed or centralized layer 3 roaming

Analytics

- Embedded location analytics reporting and device tracking
- Global layer 7 traffic analytics reporting per network, device, and application

LED Indicators

- One power/booting/firmware upgrade status

Regulatory

- RoHS
- For additional country-specific regulatory information, please contact Meraki sales

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Warranty

- Indoor access point
- Limited Lifetime hardware warranty with advanced replacement included

Ordering Information

- CW9164I-MR: Meraki CW9164I cloud-managed 802.11ax compatible AP
- MA-PWR-50WAC: Meraki AC adapter for MR series (power cable separate SKU)
- MA-INJ-6: Meraki multigigabit 802.3bt power over Ethernet injector (power cable separate SKU)
- Cisco AIR-PWRINJ-6 802.3at
- Cisco AIR-PWRINJ-7 802.3bt

Power cord - MA-PWR-CORD-XX (XX = country code) should be ordered separately for the AC adapter and Ethernet injector

- Mounting bracket: AIR-AP-BRACKET-1 and AIR-AP-BRACKET-2(bundled)
- Meraki access point license required

Software features can be enabled via firmware updates

Compliance and Standards

Category	Standard
IEEE Standards	• 802.3 ab/bz • 802.3 at/bt • 802.11a/b/g/n/ac/ax • 802.11d/h/i/k/r/u/v/w
Certifications	• **Wi-Fi Alliance:** Wi-Fi 6 (R2), Wi-Fi 6E, WPA3-R3, WPA3-Suite B, Enhanced Open Security • **Bluetooth SIG:** Bluetooth Low Energy
Safety Approvals	• CSA and CB 60950 and 62368 • EN 60601 certified • Conforms to UL 2043 (plenum rating)
Radio Approvals	• FCC Part 15C • 15E RSS-247 (Canada) • EN 300 328 (v2.1.1) • EN 301 893 (v2.1.1) • AS/NZS 4268 (Australia/NZ) • NOM-121 (Mexico) • NCC LP0002 (Taiwan)

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For additional country-specific regulatory information, please contact Meraki sales

EMI Approvals (Class B)	• FCC Part 15B • ICES-003 (Canada) • EN 301 489-1-17 • EN 55032 • EN 55024 (Europe) • CISPR 32 (Australia/NZ) VCCI (Japan)
Exposure Approvals	• FCC Part 2 RSS-102 (Canada) • EN 50385 • EN 6231 • EN 62479 (Europe) • AS/NZS 2772 (Australia/NZ)

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Context and Comparisons

802.11ax, 802.11ac Wave 2, and 802.11n Capabilities

MR44	MR46	MR56	CW9164
DL-OFDMA, UL-OFDMA, TWT support**, BSS coloring**	DL-OFDMA, UL-OFDMA, TWT support**, BSS coloring**	DL-OFDMA, UL-OFDMA, TWT support**, BSS coloring**	DL-OFDMA, UL-OFDMA, TWT support**, BSS coloring**
2.4 GHz: 2x2 multiple input, multiple-output (MIMO) with two spatial streams 5 GHz: 4x4 multiple-input, multiple-output (MIMO) with four spatial streams	2:4GHz: 4x4 multiple-input, multiple-output (MIMO) with four spatial streams 5 GHz: 4x4 multiple-input, multiple-output (MIMO) with four spatial streams	2.4 GHz: 4x4 multiple-input, multiple-output (MIMO) with four spatial streams 5 GHz: 8x8 multiple-input, multiple-output (MIMO) with eight spatial streams	2.4 GHz 2x2 multiple-input, multiple-output (MIMO) with two spatial streams 5 GHz: 4x4 multiple-input, multiple-output (MIMO) with four spatial streams 6 GHz: 4x4 multiple-input, multiple-output (MIMO) with four spatial

			streams
Maximal ratio combining (MRC) & beamforming	Maximal ratio combining (MRC) & beamforming	Maximal ratio combining (MRC) & beamforming	Maximal ratio combining (MRC) & beamforming
SU-MIMO, UL MU-MIMO and DL MU-MIMO support	SU-MIMO, UL MU-MIMO and DL MU-MIMO support	SU-MIMO, UL MU-MIMO and DL MU-MIMO support	SU-MIMO, UL MU-MIMO and DL MU-MIMO support
20 and 40 MHz* channels (802.11n); 20, 40*, and 80 MHz channels (802.11ac Wave 2); 20, 40* and 80 MHz channels (802.11ax)	20 and 40 MHz* channels (802.11n); 20, 40*, and 80 MHz channels (802.11ac Wave 2); 20, 40* and 80 MHz channels (802.11ax)	20 and 40 MHz* channels (802.11n); 20, 40*, and 80 MHz channels (802.11ac Wave 2); 20, 40* and 80 MHz channels (802.11ax)	20 and 40 MHz* channels (802.11n); 20, 40*, and 80 MHz channels (802.11ac wave 2); 20, 40*, 80, and 160 MHz channels (802.11ax)

Note: *40MHz channels are supported only in 5 & 6 GHz bands.

Up to 1024-QAM on both 2.4 GHz and 5 GHz bands	Up to 1024-QAM on both 2.4 GHz and 5 GHz bands	Up to 1024-QAM on both 2.4 GHz and 5 GHz bands	Up to 1024-QAM on all three - 2.4 GHz, 5 GHz, and 6 GHz bands
Packet aggregation	Packet aggregation	Packet aggregation	Packet aggregation

Power

MR44	MR46	MR56	CW9164
Power over Ethernet: 42.5 - 57V (802.3at) **or** 37 - 57V (802.3af) - low power mode **	Power over Ethernet: 42.5 - 57V (802.3at compliant)	Power over Ethernet: 42.5 - 57V (802.3at compliant)	Power over Ethernet: 42.5 - 57V (802.3at compliant)
Alternative: 12V DC input	Alternative: 12V DC input	Alternative: 12V DC input	Alternative: 54V DC input
Power consumption: 30W max (802.3at) **or** 15W max (802.3af) - low power mode **	Power consumption: 30W max (802.3at **required**)	Power consumption: 30W max (802.3at **required**)	Power consumption: 30.5W with USB support and 25W without USB support
Power over Ethernet injector and DC adapter sold separately	Power over Ethernet injector and DC adapter sold separately	Power over Ethernet injector and DC adapter sold separately	Power over Ethernet injector and DC adapter sold separately

** features can be enabled via future firmware updates

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Interfaces

MR44	MR46	MR56	CW9164
1x 100/1000/2.5G BASE-T Ethernet (RJ45)	1x 100/1000/2.5G BASE-T Ethernet (RJ45)	1x 100/1000/2.5G/5G BASE-T Ethernet (RJ45)	1x 100/1000/2.5G BASE-T Ethernet (RJ45)
1x DC power connector (5.5 mm x 2.5 mm, center positive)	1x DC power connector (5.5 mm x 2.5 mm, center positive)	1x DC power connector (5.5 mm x 2.5 mm, center positive)	1x DC power connector (8 mm, center positive)

Physical Dimensions

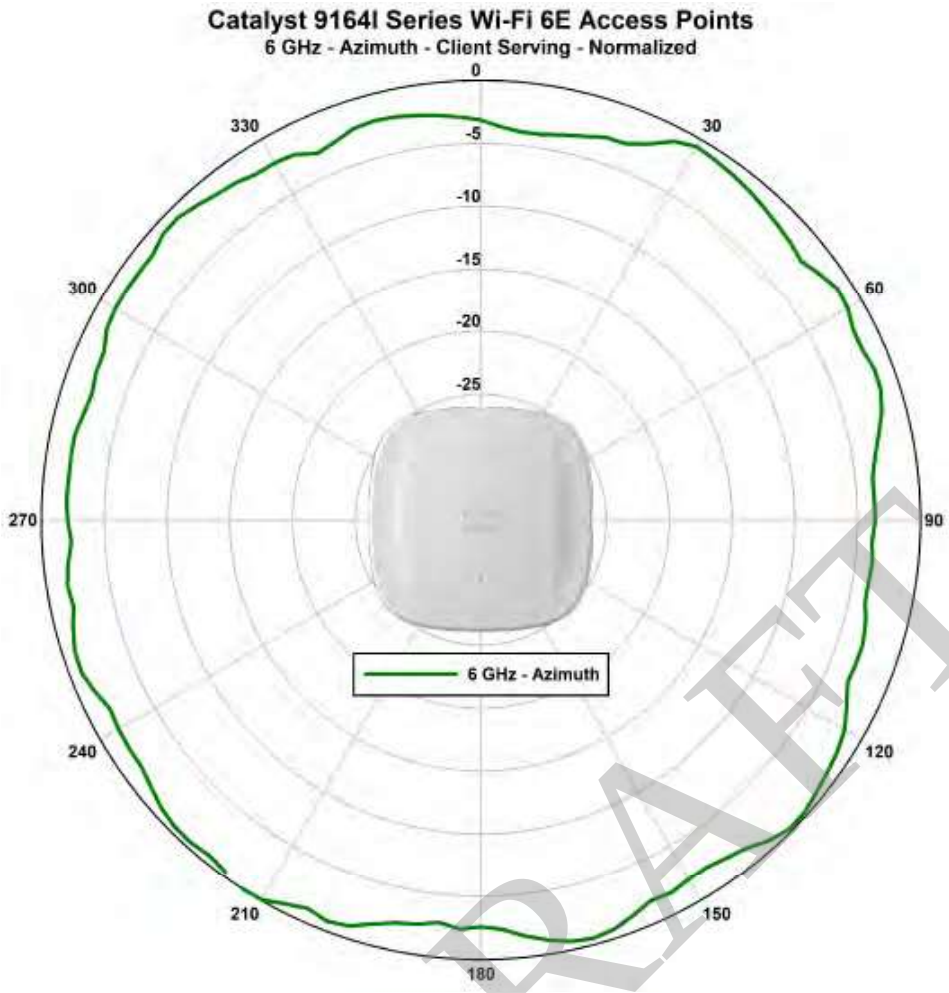
MR44	MR46	MR56	CW9164
12.05 in × 5.06 in × 1.74 in (306.0 mm × 12.8.4 mm × 44.3 mm), not including mount plate	12.05 in × 5.06 in × 1.74 in (306.0 mm × 12.8.4 mm × 44.3 mm), not including mount plate	12.83 in x 5.54 in x 1.76 in (326.0 mm x 140.79 mm x 44.7 mm), not including mount plate	9.5 in x 9.5 in x 2.2 in (241.3 mm x 241.3 mm x 56.9 mm), not including mount plate
Weight: 26.07 oz (0.739 kg)	Weight: 1.76 lbs (0.800 kg)	Weight: 2.2 lbs (1 kg)	Weight: 3.54 lbs (1.60kg)

Signal Coverage Pattern

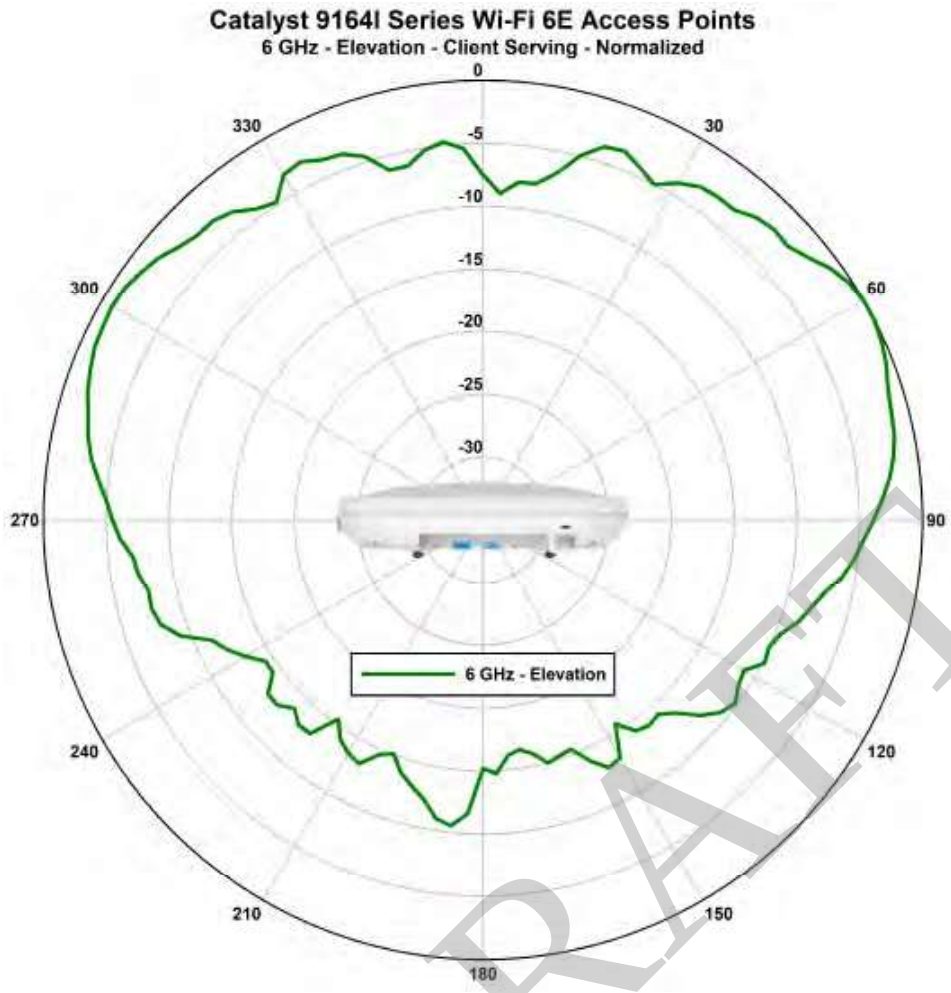
Client Serving Radios

6 GHz Radio

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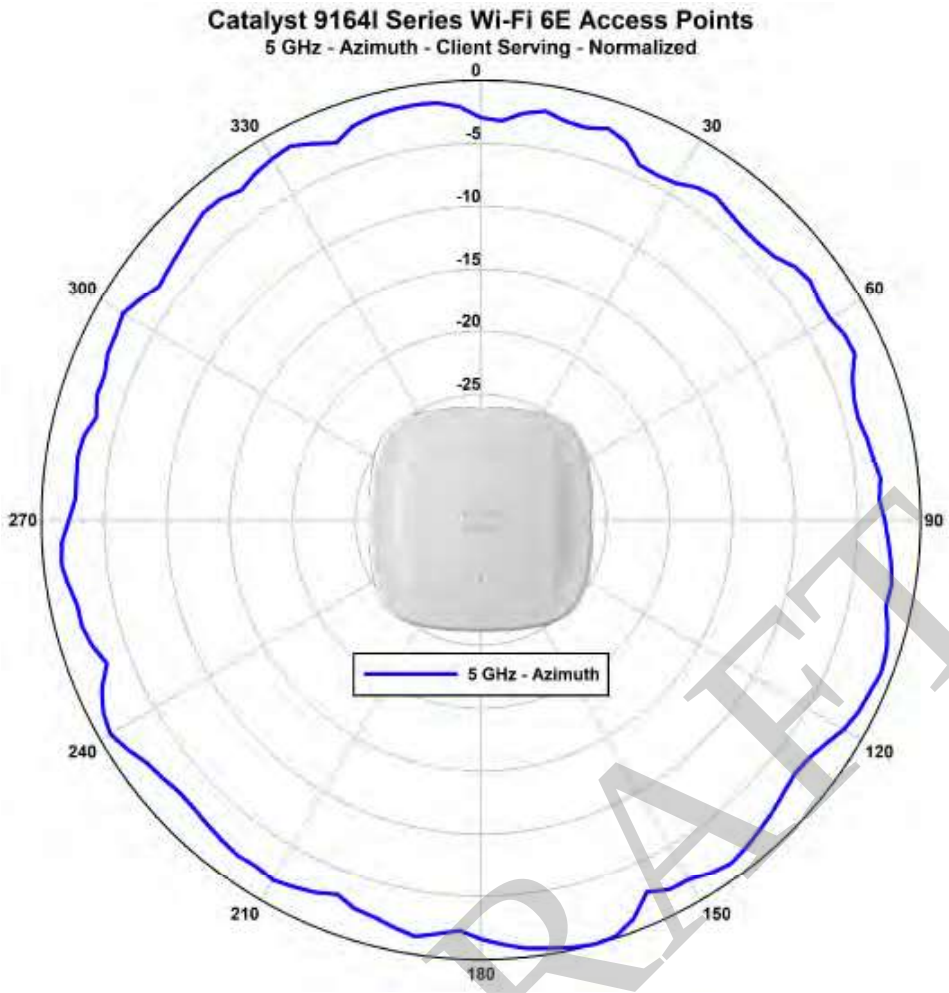

Catalyst 9164I Series Wi-Fi 6E Access Points
6 GHz - Azimuth - Client Serving - Normalized
0
30
60
90
120
150
180
210
240
270
300
330
-5
-10
-15
-20
-25
6 GHz - Azimuth

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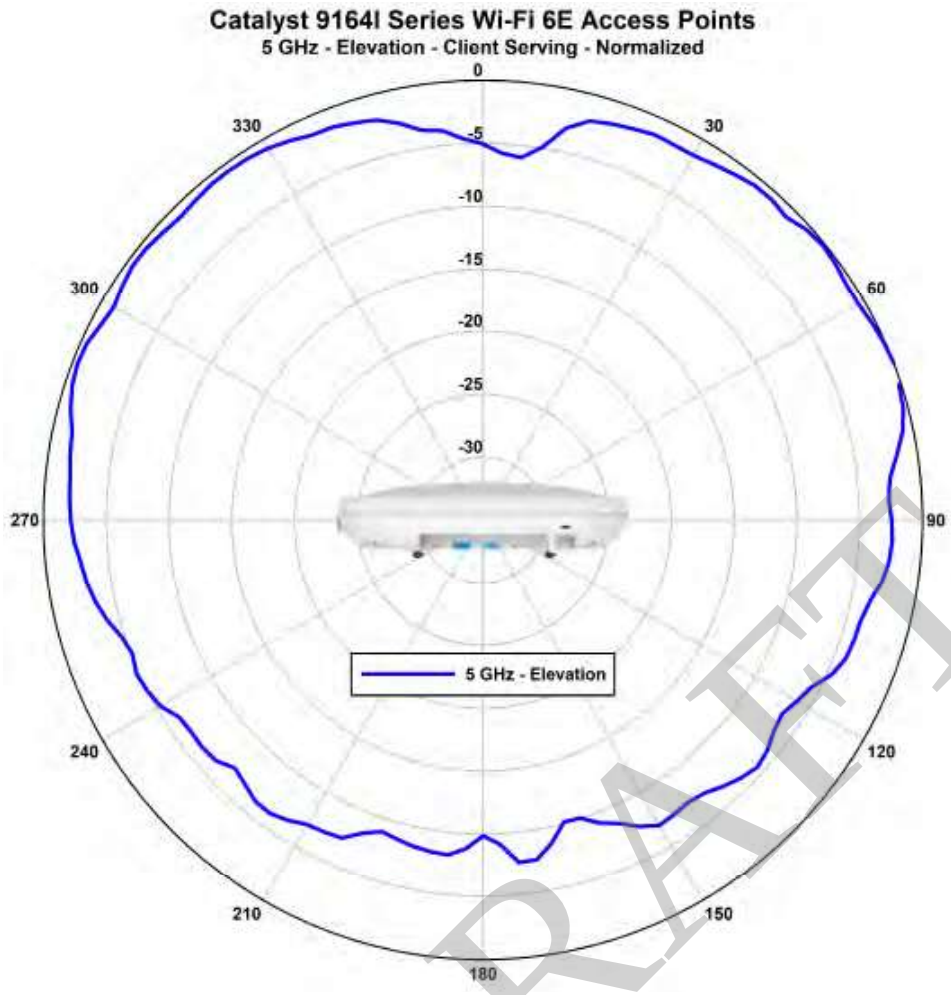


5 GHz Radio

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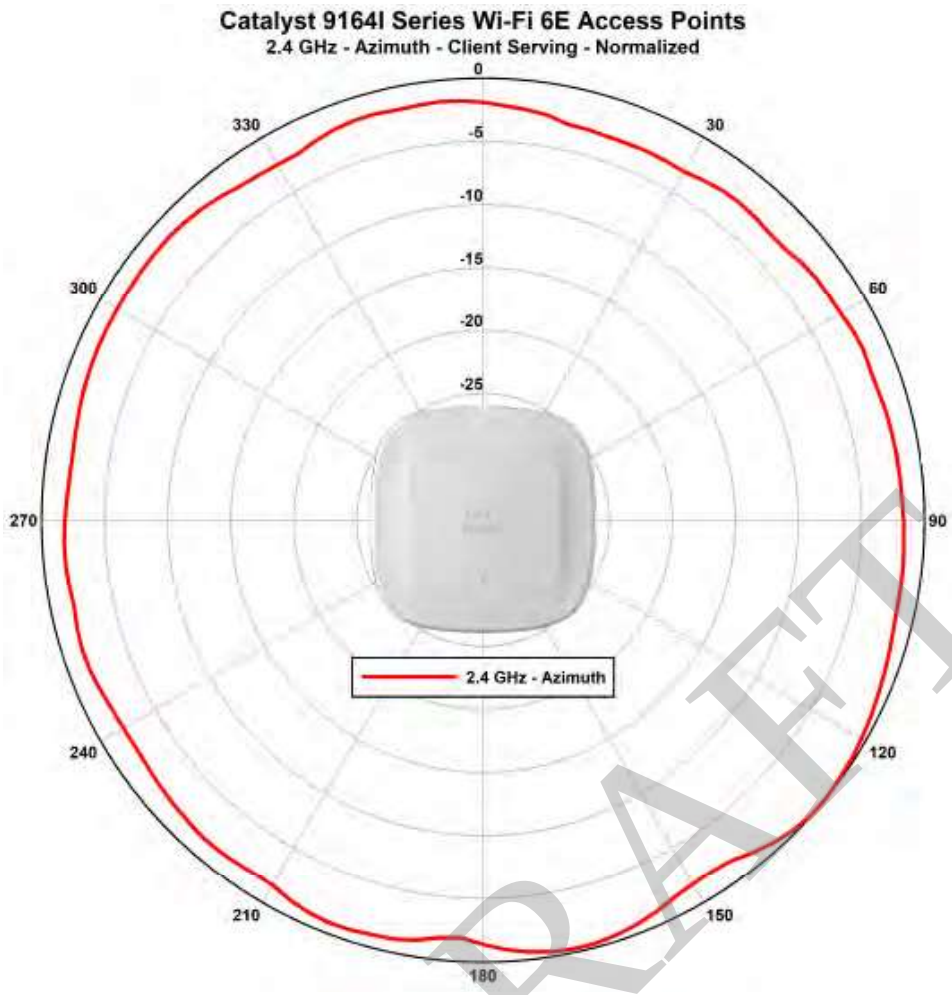

Catalyst 9164I Series Wi-Fi 6E Access Points
5 GHz - Azimuth - Client Serving - Normalized
0
30
60
90
120
150
180
210
240
270
300
330
-5
-10
-15
-20
-25
5 GHz - Azimuth

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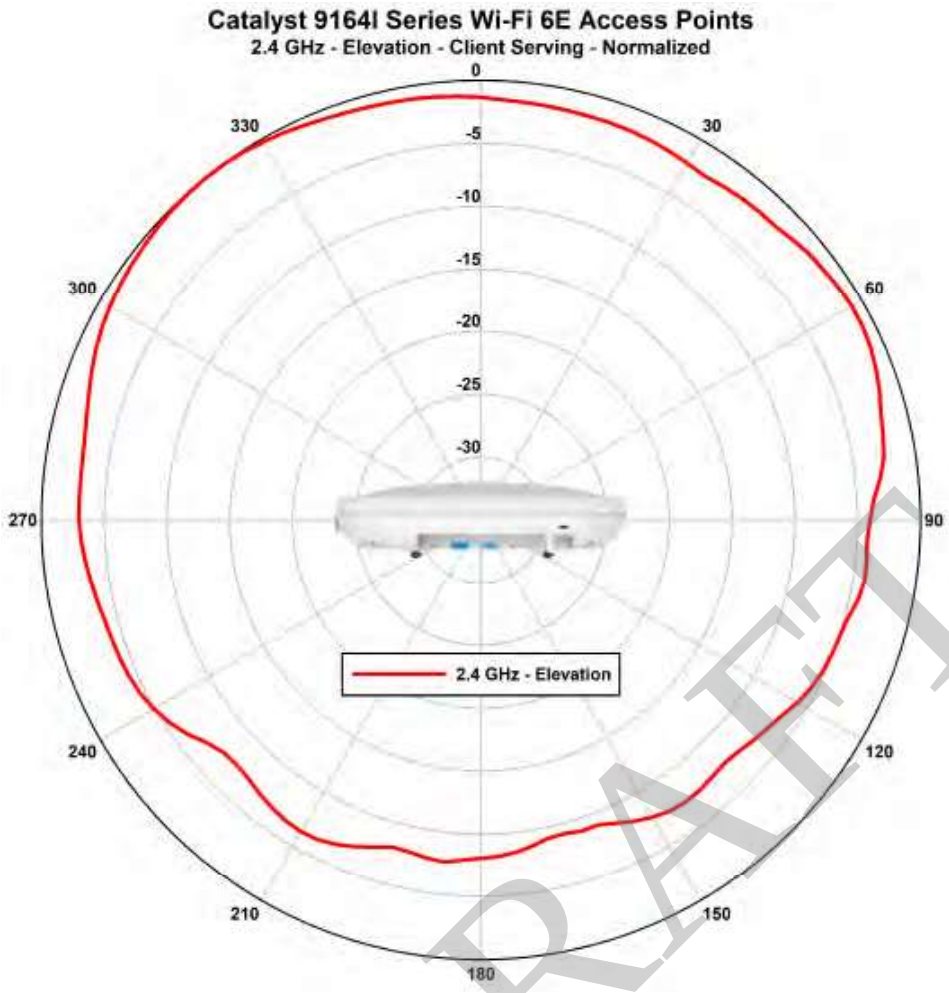


2.4 GHz Radio

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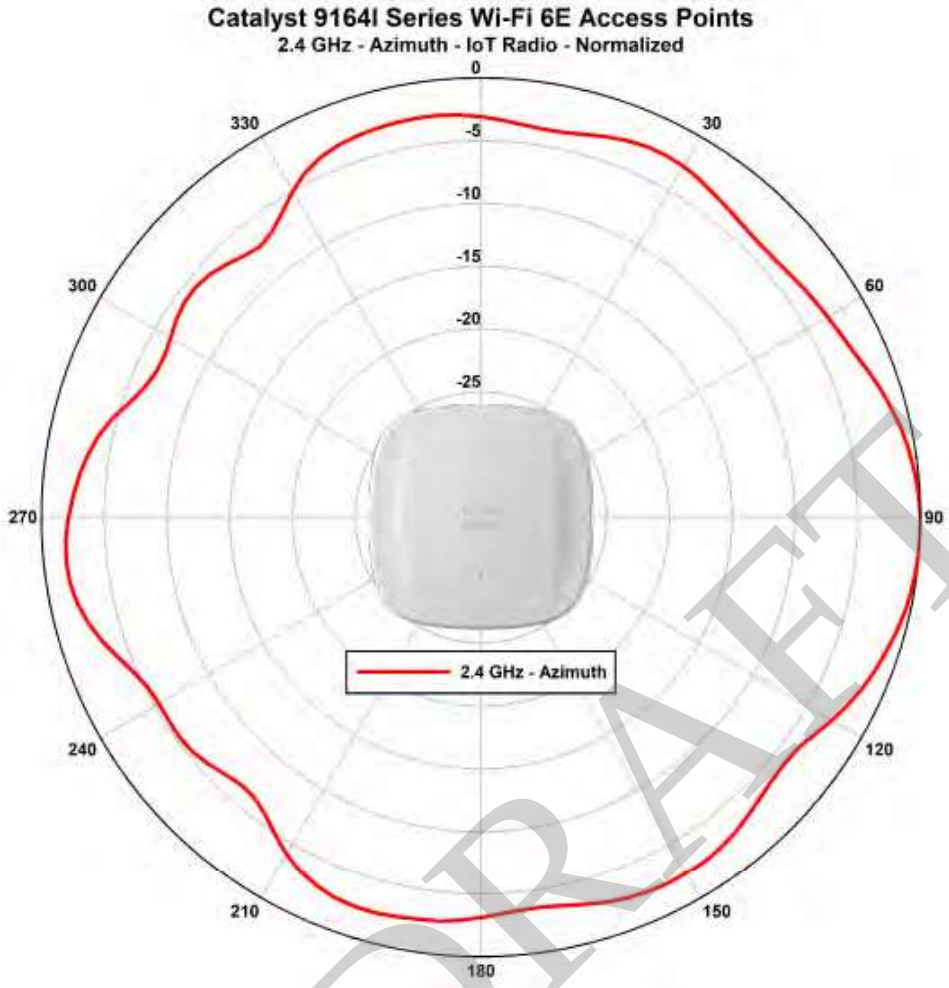

Catalyst 9164I Series Wi-Fi 6E Access Points
2.4 GHz - Azimuth - Client Serving - Normalized
0
30
60
90
120
150
180
210
240
270
300
330
-5
-10
-15
-20
-25
2.4 GHz - Azimuth

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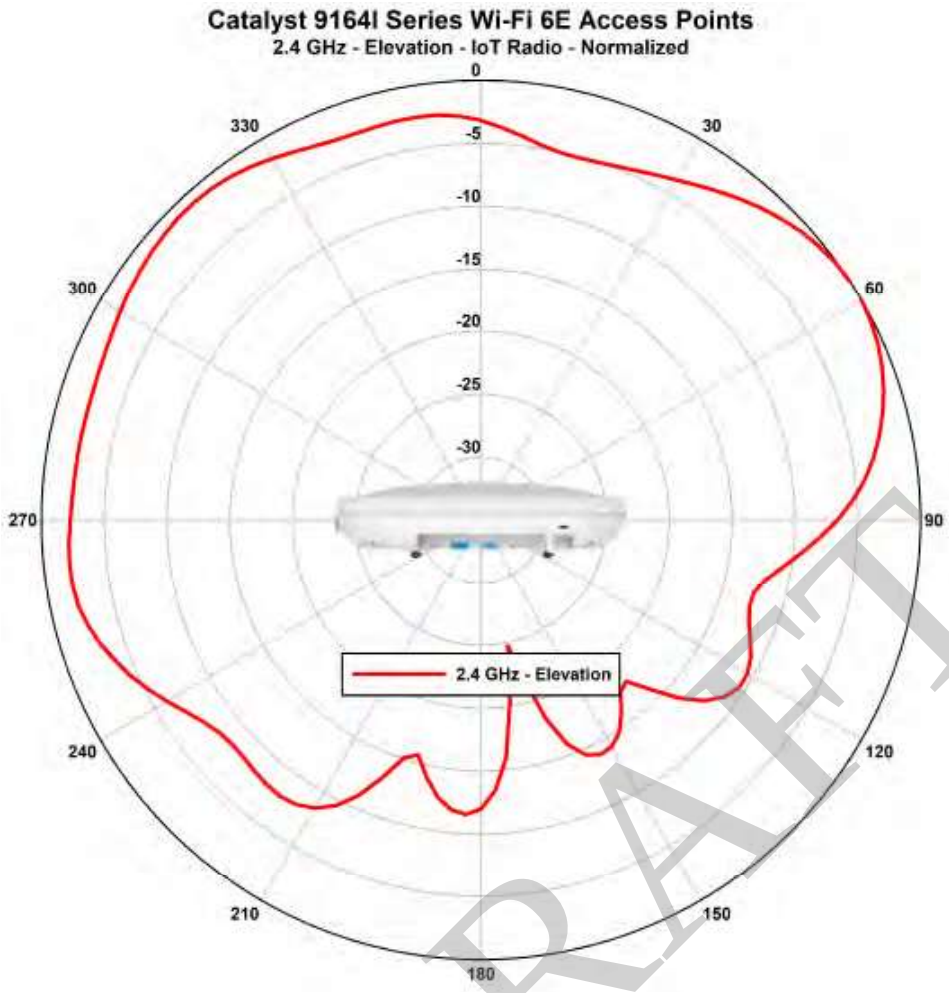

Catalyst 9164I Series Wi-Fi 6E Access Points
2.4 GHz - Elevation - Client Serving - Normalized
0
30
60
90
120
150
180
210
240
270
300
330
-5
-10
-15
-20
-25
-30
2.4 GHz - Elevation

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IoT Radios



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Catalyst 9164I Series Wi-Fi 6E Access Points
2.4 GHz - Elevation - IoT Radio - Normalized
0
30
60
90
120
150
180
210
240
270
300
330
-5
-10
-15
-20
-25
-30
2.4 GHz - Elevation

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MR86 Datasheet

High Performance 802.11ax Wireless

The Cisco Meraki MR86 is a cloud-managed 4x4:4 802.11ax access point that raises the bar for wireless performance and efficiency. Designed for next-generation deployments in offices, schools, hospitals, shops, and hotels, the MR86 offers high throughput, enterprise-grade security, and simple management.

The MR86 provides a maximum of 3.0 Gbps* aggregate frame rate with concurrent 2.4 GHz and 5 GHz radios. A dedicated third radio provides real-time WIDS/WIPS with automated RF optimization, and a fourth integrated radio delivers Bluetooth scanning and beaconing.

With the combination of cloud management, high-performance hardware, multiple radios, and advanced software features, the MR86 makes an outstanding platform for the most demanding of uses—including high-density deployments and bandwidth or performance-intensive applications like voice and high-definition video.

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MR86 and Meraki Cloud Management

Management of the MR86 is performed through the Meraki cloud, with an intuitive browser-based interface that enables rapid deployment without time-consuming training or costly certifications. Because the MR86 is self-configuring and managed over the web, it can be deployed at a remote location in a matter of minutes, even without on-site IT staff.

24x7 monitoring via the Meraki cloud delivers real-time alerts if a network encounters problems. Remote diagnostic tools enable immediate troubleshooting over the web so that distributed networks can be managed with a minimum of hassle.

The MR86's firmware is automatically kept up to date via the cloud. New features, bug fixes, and enhancements are delivered seamlessly over the web. This means no manual software updates to download or missing security patches to worry about.

Product Highlights

- 4x4:4 MU-MIMO 802.11ax
- 3.0 Gbps* dual-radio aggregate frame rate
- 24x7 real-time WIDS/WIPS and spectrum analytics via dedicated third radio
- Integrated Bluetooth Low Energy Beacon
- Integrated scanning radio
- Enhanced transmit power and receive sensitivity
- Integrated enterprise security and guest access
- Application-aware traffic shaping
- Optimized for voice and video
- Self-configuring, plug-and-play deployment
- Sleek design blends into office environments
- Full-time Wi-Fi location tracking via dedicated 3rd radio

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Features

Dual–radio aggregate frame rate of up to 3.0 Gbps*

5 GHz 4x4:4 and 2.4 GHz 4x4:4 radios offer a combined dual–radio aggregate frame rate of **3.0 Gbps***, with up to **2,402 Mbps in the 5 GHz** band and **574 Mbps in the 2.4 GHz** band.

* The radio chipset supports an aggregate PHY data rate of **3.5 Gbps** (**2,402 Mbps in the 5 GHz** band and **1,147 Mbps in the 2.4 GHz band**).

Note: Achieving a 1,147 Mbps PHY rate in 2.4GHz requires using 40MHz channels (20 + 20 MHz channel bonding) in 2.4GHz, which Cisco Meraki does not enable because this feature is not recommendable in real-world enterprise deployments. Please review this KB to learn more.

Multi User Multiple Input Multiple Output (MU-MIMO)
With support for features of 802.11ax, the MR86 offers MU-MIMO and OFDMA for more efficient transmission to multiple clients. Especially suited to environments with numerous mobile devices, MU-MIMO enables multiple clients to receive data simultaneously. This increases the total network performance and improves the end user experience.

Dedicated third radio delivers 24x7 wireless security and RF analytics
The MR86's dedicated dual-band scanning and security radio continually asses the environment, characterizing RF interference and containing wireless threats like rogue access points. There's no need to choose between wireless security, advanced RF analysis, and serving client data - a dedicated third radio means that all functions occur in real-time, without any impact to client traffic or AP throughput.

Bluetooth Low Energy Beacon and scanning radio
An integrated fourth Bluetooth radio provides seamless deployment of BLE Beacon functionality and effortless visibility of Bluetooth devices. The MR86 enables the next generation of location-aware applications while future proofing deployments, ensuring it's ready for any new customer engagement strategies.

Automatic cloud-based RF optimization
The MR86's sophisticated and automated RF optimization means that there is no need for the dedicated hardware and RF expertise typically required to tune a wireless network. The RF data collected by the dedicated third radio is continuously fed back to the Meraki cloud. This data is then used to automatically tune the channel selection, transmit power, and client connection settings for optimal performance under even the most challenging RF conditions.

Integrated enterprise security and guest access
The MR86 features integrated, easy-to-use security technologies to provide secure connectivity for employees and guests alike. Advanced security features such as AES hardware-based encryption and Enterprise authentication with 802.1X and Active Directory integration provide wired-like security while still being easy to configure. One-click guest isolation provides secure, Internet-only access for visitors. PCI compliance reports check network settings against PCI requirements to simplify secure retail deployments.

Enterprise Mobility Management (EMM) & Mobile Device Management (MDM) integration
Meraki Systems Manager natively integrates with the MR86 to offer automatic, context-aware security. Systems Manager's self-service enrollment helps to rapidly deploy MDM without installing additional equipment, and then dynamically tie firewall and traffic shaping policies to client posture.

Application-aware traffic shaping
The MR86 includes an integrated layer 7 packet inspection, classification, and control engine, enabling the configuration of QoS policies based on traffic type, helping to prioritize mission-critical applications while setting limits on recreational traffic like peer-to-peer and video streaming. Policies can be implemented per network, per SSID, per user group, or per individual user for maximum flexibility and control.

Voice and video optimizations
Industry standard QoS features are built-in and easy to configure. Wireless MultiMedia (WMM) access categories, 802.1p, and DSCP standards support all ensure important applications get prioritized correctly, not only on the MR86, but on other devices in the network. Unscheduled Automatic Power Save Delivery (U-APSD) and new Target Wait Time features in 802.11ax clients ensure minimal battery drain on wireless VoIP phones.

Self-configuring, self-maintaining, always up-to-date
When plugged in, the MR86 automatically connects to the Meraki cloud, downloads its configuration, and joins the appropriate network. If new firmware is required, this is retrieved by the AP and updated automatically. This ensures the network is kept up-to-date with bug fixes, security updates, and new features.

Advanced analytics
Drilling down into the details of network usage provides highly granular traffic analytics. Visibility into the physical world can be enhanced with journey tracking through location analytics. Visitor numbers, dwell time, repeat visit rates, and track trends can all be easily monitored in the dashboard and deeper analysis is enabled with raw data available via simple APIs.

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Specifications

Category	Specifications
Radios	• 2.4 GHz 802.11b/g/n/ax client access radio • 5 GHz 802.11a/n/ac/ax client access radio • 2.4 GHz & 5 GHz dual-band WIDS/WIPS, spectrum analysis, & location analytics radio • 2.4 GHz Bluetooth Low Energy (BLE) radio with Beacon and BLE scanning support • Concurrent operation of all four radios • Supported frequency bands (country-specific restrictions apply): ◦ 2.401 - 2.484 GHz ◦ 5.150 - 5.250 GHz (UNII-1)

- 5.250-5.350 GHZ (UNII-2A)
- 5.490 - 5.730 GHz (UNII-2C)
- 5.735 - 5.825 GHz (UNII-3)

Antenna

- List of compatible antennas: MA-ANT-20/25/27 and AIR-ANT2513P4M-N=

Antennas are not included, please see "Ordering Information"

802.11ax, 802.11ac Wave 2 and 802.11n Capabilities

- DL-OFDMA**, UL-OFDMA**, TWT support**, BSS Coloring**
- 4 x 4 multiple input, multiple output (MIMO) with four spatial streams
- SU-MIMO, UL MU-MIMO** and DL MU-MIMO support
- Maximal ratio combining (MRC) & beamforming
- 20 and 40 MHz* channels (802.11n); 20, 40*, and 80 MHz channels (802.11ac Wave 2); 20, 40* and 80 MHz channels (802.11ax)

Note: *40MHz channels are supported only in the 5GHz band.

- Up to 1024-QAM on both 2.4 GHz & 5 GHz bands
- Packet aggregation

Power

- Power over Ethernet: 42.5 - 57 V (802.3at compatible)
- Power consumption: 30W max (802.3at **required**)
- Power over Ethernet injector sold separately

Note: Actual power consumption may vary depending on the AP usage.

Interfaces

- 1x 100/1000/2.5G BASE-T Ethernet (RJ45)

Mounting

- All standard mounting hardware included
- Mounts to walls and vertical poles.

Physical Security

- Two security screws
- Concealed mount plate with anti-tamper cable bay

Environment

- Operating and storage temperature: -40 °F to 131 °F (-40 °C to 55 °C)
- Operating and storage humidity: 5 to 95% non-condensing
- Operating and storage altitude: Up to 40,000 feet (12,192 meters)
- IP67 Environmental rating

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Reliability	• Mean Time Between Failure (MTBF): 1,566,656hrs at +25°C operating temperature
Physical Dimensions	• 11.81” x 6.02” x 2.16” (30.0 cm X 15.3 cm X 5.5 cm), not including cable gland, mounts or antennas • Weight: 1.5 kg
Security	• Integrated Layer 7 firewall with mobile device policy management • Real-time WIDS/WIPS with alerting and automatic rogue AP containment with Air Marshal • Flexible guest access with device isolation • VLAN tagging (802.1q) and tunneling with IPsec VPN • PCI compliance reporting • WEP***, WPA, WPA2-PSK, WPA2-Enterprise with 802.1X, WPA3 - Personal**, WPA3 - Enterprise**, WPA3 - Enhanced Open (OWE)** • EAP-TLS, EAP-TTLS, EAP-MSCHAPv2, EAP-SIM • TKIP and AES encryption • Enterprise Mobility Management (EMM) & Mobile Device Management (MDM) integration • Cisco ISE integration for Guest access and BYOD Posturing
Quality of Service	• Advanced Power Save (U-APSD) • WMM Access Categories with DSCP and 802.1p support • Layer 7 application traffic identification and shaping
Mobility	• PMK, OKC, & 802.11r for fast Layer 2 roaming • Distributed or centralized layer 3 roaming
Analytics	• Embedded location analytics reporting and device tracking • Global L7 traffic analytics reporting per network, per device, & per application
LED Indicators	• 1 power/booting/firmware upgrade status
Regulatory	• RoHS • For additional country-specific regulatory information, please contact Meraki sales
Warranty	• Outdoor access point • 1 year hardware warranty with advanced replacement included
Ordering Information	• MR86-HW: Meraki MR86 Cloud Managed 802.11ax AP • MA-INJ-4: Meraki MR 802.3at PoE Injector (Power Cord Not Included) • MA-INJ-6: Meraki MR MultiGigabit 802.3bt Injector (Power Cord Not Included) • MA-ANT-20 Meraki Dual-Band Omni Antennas

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- MA-ANT-25 Meraki Dual-Band Patch Antenna
- MA-ANT-27 Meraki Dual-Band Sector Antenna
- AIR-ANT2513P4M-N= Dual-band, 4-port, 30° beam
- For AIR-ANT2513P4M-N= antenna, contact Cisco directly
- Note: Meraki access point license required.

Compliance and Standards

Category	Standards
IEEE Standards	• 802.11a, 802.11ac, 802.11ax, 802.11b, 802.11e, 802.11g, 802.11h, 802.11i, 802.11k, 802.11n, 802.11r, and 802.11u***
Safety Approvals	• CSA and CB 60950 & 62368 • Conforms to UL 2043 (Plenum Rating)
Radio Approvals	• Canada: FCC Part 15C, 15E, RSS-247 • Europe: EN 300 328, EN 301 893 • Australia/NZ: AS/NZS 4268 • Mexico: IFT, NOM-208 • Taiwan: NCC LP0002 • For additional country-specific regulatory information, please contact Meraki Sales
EMI Approvals (Class B)	• Canada: FCC Part 15B, ICES-003 • Europe: EN 301 489-1-17, EN 55032, EN 55024 • Australia/NZ: CISPR 22 • Japan: VCCI
Exposure Approvals	• Canada: FCC Part 2, RSS-102 • Europe: EN 50385, EN 62311, EN 62479 • Australia/NZ: AS/NZS 2772

*** feature can be enabled for required networks

RF Performance Table

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2.4 GHz

Operating Band	Operating Mode	Data Rate	Total TX Power (conducted)
2.4 GHz	802.11b	1 Mb/s	25.0
		2 Mb/s	25.0
		5.5 Mb/s	25.0
		11 Mb/s	25.0
2.4 GHz	802.11g	6 Mb/s	25.0
		9 Mb/s	25.0
		12 Mb/s	23.5
		18 Mb/s	23.5
		24 Mb/s	22.0
		36 Mb/s	22.0
		48 Mb/s	21.5
		54 Mb/s	21.5
2.4 GHz	802.11n (HT20)	MCS0	25.0
		MCS1	25.0
		MCS2	23.5
		MCS3	23.5
		MCS4	23.5

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		MCS5	21.5
		MCS6	21.5
		MCS7	20.5
2.4 GHz	802.11ac (VHT20)	MCS0	25.0
		MCS1	25.0
		MCS2	23.5
		MCS3	23.5
		MCS4	23.5
		MCS5	21.5
		MCS6	21.5
		MCS7	20.5
		MCS8	19.5
2.4 GHz	802.11ax (HE20)	MCS0	25.0
		MCS1	25.0
		MCS2	23.5
		MCS3	23.5
		MCS4	23.5
		MCS5	21.5
		MCS6	21.5

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		MCS7	20.5
		MCS8	19.5
		MCS9	19.5
		MCS10	18.0
		MCS11	18.0

5 GHz

Operating Band	Operating Mode	Data Rate	TX Power
5 GHz	802.11a	6 Mb/s	24.0
		9 Mb/s	24.0
		12 Mb/s	23.0
		18 Mb/s	23.0
		24 Mb/s	22.0
		36 Mb/s	22.0
		48 Mb/s	21.0
		54 Mb/s	20.5
5 GHz	802.11n (HT20)	MCS0	24.0
		MCS1	24.0
		MCS2	23.0

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		MCS3	23.0
		MCS4	22.0
		MCS5	22.0
		MCS6	21.0
		MCS7	20.5
5 GHz	802.11n (HT40)	MCS0	23.0
		MCS1	23.0
		MCS2	23.0
		MCS3	23.0
		MCS4	22.0
		MCS5	21.0
		MCS6	20.5
		MCS7	20.0
5 GHz	802.11ac (VHT20)	MCS0	24.0
		MCS1	24.0
		MCS2	23.0
		MCS3	23.0
		MCS4	22.0
		MCS5	22.0

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		MCS6	21.0
		MCS7	20.5
		MCS8	19.5
5 GHz	802.11ac (VHT40)	MCS0	23.0
		MCS1	23.0
		MCS2	23.0
		MCS3	23.0
		MCS4	22.0
		MCS5	21.0
		MCS6	20.5
		MCS7	20.0
		MCS8	19.0
		MCS9	18.5
5 GHz	802.11ac (VHT80)	MCS0	23.0
		MCS1	23.0
		MCS2	23.0
		MCS3	23.0
		MCS4	22.0
		MCS5	20.0

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		MCS6	20.0
		MCS7	19.0
		MCS8	18.0
		MCS9	18.0
5 GHz	802.11ax (HE20)	MCS0	24.0
		MCS1	24.0
		MCS2	23.0
		MCS3	23.0
		MCS4	22.0
		MCS5	22.0
		MCS6	21.0
		MCS7	20.5
		MCS8	19.5
		MCS9	19.0
		MCS10	17.5
		MCS11	17.5
5 GHz	802.11ax (HE40)	MCS0	23.0
		MCS1	23.0
		MCS2	23.0

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		MCS3	23.0
		MCS4	22.0
		MCS5	21.0
		MCS6	20.5
		MCS7	20.0
		MCS8	19.0
		MCS9	18.5
		MCS10	17.0
		MCS11	17.0
5 GHz	802.11ax (HE80)	MCS0	23.0
		MCS1	23.0
		MCS2	23.0
		MCS3	23.0
		MCS4	22.0
		MCS5	20.0
		MCS6	20.0
		MCS7	19.0
		MCS8	18.0
		MCS9	18.0

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MCS10	16.0
MCS11	16.0

Installation Guide

For instructions on how to install and configure MR86 access points please refer to the MR86 Installation Guide.

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E-Rate Agreement No _____

Between

CUSTOMER NAME

and

GovConnection, Inc. d/b/a Connection Public Sector Solutions

This Volume Purchase Agreement (hereinafter the "Agreement") is made and entered into this ____ day of _____ , 20XX by and between GovConnection, Inc. d/b/a Connection Public Sector Solutions a Maryland corporation with offices located at 732 Milford Road, Merrimack, NH 03054 (hereinafter "Connection") and CUSTOMER NAME AND ADDRESS (hereinafter "CUSTOMER").

WHEREAS, Connection offers to sell products available to CUSTOMER via Connection's catalog and/or websites (hereinafter "Products"); and

WHEREAS, CUSTOMER desires to purchase such Products from Connection and Connection desires to sell Products to CUSTOMER under the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the foregoing premises and the mutual covenants and agreements contained in this Agreement, the parties agree as follows:

1. **SCOPE OF AGREEMENT**

a. **Products & Services** CUSTOMER may purchase and Connection will sell and deliver products and services within the scope of the E-rate program

b. Eligible Purchasers. Only Eligible Purchasers are allowed to purchase in the name of CUSTOMER. CUSTOMER faculty, staff, and students are considered Eligible Purchasers ("Eligible Purchasers") in this Agreement. CUSTOMER will take measures to ensure that only authorized purchases are made and indemnify Connection if anyone unauthorized purchases through no fault of Connection. [Eligible Parties Includes: Faculty, Staff, Students, Parents, Employees if desired)

c. **Prices.** Pricing will be determined and calculated consistently by Connection and made available for all Eligible Purchasers. The prices as shown on the quote will be honored at the time of purchase, if products are still available when E-Rate funding is approved.

d. **Commitment.** Customer is responsible for payment whether whole, partial or no Erate funding is approved.

e. Net Purchases. Purchases made by an Eligible Purchaser under the terms of this Agreement, which includes Web Orders (or B2B Orders) and any orders placed directly with the Account Manager/Account Management Team and specifically referencing this Agreement, less any credits or returns.

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2. **TERM AND TERMINATION**

   a. **Term.** The term of this Agreement begins on the date of the last signature set forth herein, and shall continue until June 30 20XX or September 30, 20XX.

   b. **Notice of termination/cancellation.** Either party may terminate this Agreement immediately upon written notice to the other in the event of a breach or violation of the terms or conditions of this Agreement and such breach has not been remedied within ten (10) business days from receipt of such notice.

3. **Orders and Payment.** CUSTOMER may place orders under this Agreement by a) using a debit or credit card accepted by Connection, with payment due at time of order placement; or b) issuing a purchase order with credit terms approved by Connection's credit department. Payment terms of Net 30 days means that payment is expected to be made by Check or Electronic Funds Transfer (ACH or wire) within 30 days after date of Connection's invoice. Credit Cards will not be accepted for payment of Net accounts. Please note that Connection may assess interest at the rate of one and one-half percent (1.5%) per month or the maximum rate allowed by applicable law, whichever is greater, on any past due amounts, together with Connection's costs of collection (including, without limitation, reasonable attorneys' fees).

4. **Independent Contractor Relationship.** Nothing in this Agreement is intended to create anything other than an independent contractor relationship between the parties. Neither party will bind or commit the other to any commitment or obligation, or incur any charge or expense for, or in the name of, the other without the other's prior written consent.

5. **Warranties.** Connection warrants that it has good title to the hardware products it sells and that it has proper authority to license the software products it distributes. The provision of certain discounts, including educational and governmental discounts, is contingent on CUSTOMER providing accurate and truthful information. Connection has no control over the technology of the Products sold hereunder and therefore cannot and does not indemnify CUSTOMER for any claims by third parties that Products infringe any patent, copyright, trademark or trade secret. Connection will pass through any such indemnity it receives from the Product manufacturers or suppliers to CUSTOMER.

   CONNECTION AND ITS AFFILIATES HEREBY EXPRESSLY DISCLAIM ALL WARRANTIES EITHER EXPRESS OR IMPLIED, RELATED TO PRODUCTS SOLD OR SERVICES PROVIDED BY THIRD PARTIES OR AFFILIATES OF CONNECTION, INCLUDING, WITHOUT LIMITATION, ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. THIS DISCLAIMER DOES NOT AFFECT THE TERMS OF THE MANUFACTURER'S WARRANTY, IF ANY.

6. **Customer Lists.** Connection agrees that it will not compile a list of the CUSTOMER's Eligible Purchasers' email or other addresses, nor compile any information about the use made by CUSTOMER's Eligible Purchasers of the website. If such information is compiled automatically by Connection through operation of software or other programming, then Connection agrees that it will not use, sell, or otherwise disclose such information to any third party, except when a disclosure is required by law or as otherwise permitted in accordance with the Section entitled "Confidentiality" of this Agreement.

7. **Non-Waiver & Severability.** The failure or delay of either party to insist on strict performance of any term or condition, or to exercise any right or remedy in this Agreement is not intended, and will not be construed as, a waiver of any such right or remedy. The provisions of this Agreement may be severable and the invalidity, in whole or in part, of any term or condition of this Agreement shall not affect the validity of other parts hereof.

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8. **Vendor license agreements.** CUSTOMER agrees to abide by all license provisions or end user agreements imposed by the manufacturer or publisher.

9. **Returns.** All returns require prior authorization by Connection. Returns must be authorized by Connection within 30 days of the invoice date, and are subject to the manufacturer's return policy. Software, BTO, CTO and certain other manufacturer's products are not returnable. We will do our best to work with you, however, manufacturer's and Connection's policies with respect to such returns should be checked prior to purchase. Within thirty (30) days of purchase, Connection will replace or repair, at its sole discretion, any product that is deemed defective. After 30 days, the manufacturer's warranty process must be followed. All non-defective returns authorized by Connection are subject to a 15% restocking fee, and must be returned within 30 days from date of invoice. Connection's Return Policy is subject to change. The Return Policy will be accessible at the time of sale on web orders. The most current Returns policy will be posted here:
http://www.govconnection.com/IPA/Content/About/Legal/PCCGOV/TermsConditionsSale.htm

10. **Shipping.** Orders delivered within the Continental US will be shipped FOB Destination either by an established delivery service, i.e. standard carrier, at Connection's option and cost or, at the discretion of the CUSTOMER, via expedited delivery with Freight Prepaid and added to the invoice. All Shipments designated for Hawaii and Alaska, or any other OCONUS location, are subject to additional shipping charges. CUSTOMER will pay all shipping charges for any Order where such CUSTOMER requests or requires overnight or expedited delivery or that require special shipment/handling (i.e. lift gate and/or inside delivery) or heavy weight packaging. Such charges will be added to the Order and Invoiced as a separate line item. Connection shall have the capability of tracking all shipments to provide status to CUSTOMER. Connection shall maintain records evidencing the delivery of goods and upon request by CUSTOMER will provide such proof of delivery. Connection reserves the right to propose changes to any terms of shipping established with this Agreement with thirty (30) day notice to CUSTOMER. Heavy Weight Shipment: Connection defines heavy weight shipments as a single item weighing over 150lbs or multiple items weighing over 300lbs or heavy dimensional weight (packages with a large size-to-weight ratio). For orders classified as "Heavy Weight" the shipping terms will be FOB Destination, Freight Prepaid and added to Purchaser's Order. Shipping charges will be added to all personal shipments. Due to fluctuating, unstable energy prices in today's market place, Connection may add a handling charge of $5.00 to any single order from a Customer with a total value of $50.00 or less. In addition, special handling charges may be incurred for shipments of hazardous materials (e.g. Laptop batteries) that require special packaging and/or handling under Federal regulations.

11. **Governing Law;** These terms and any sale hereunder will be governed by the laws of the state _____without regard to conflicts of laws rules, regardless of the location of customer. Any dispute, action or litigation must be brought in _____ and customer consents to the jurisdiction of the federal and state courts in _____, submits to jurisdiction there, and waives the right to change venue. Customer hereby agrees that such venue is appropriate and that Connection's agreement to sell and deliver products to customer is dependent on this provision. In the event of litigation each party agrees to be responsible for its legal costs and expenses including its attorney fees.

12. **Limitation of Liability.** NEITHER CONNECTION NOR ITS AFFILIATES WILL BE LIABLE FOR LOST PROFITS, LOSS OF BUSINESS OR OTHER CONSEQUENTIAL, SPECIAL, INDIRECT OR PUNITIVE DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, OR FOR ANY CLAIM BY ANY THIRD PARTY. NEITHER CONNECTION NOR ITS AFFILIATES WILL BE LIABLE FOR PRODUCTS NOT BEING AVAILABLE FOR USE OR FOR LOST OR CORRUPTED DATA OR SOFTWARE OR THE PROVISION OF SERVICES BY THIRD PARTIES. CUSTOMER AGREES THAT FOR ANY LIABILITY RELATED TO THE PURCHASE OF

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PRODUCTS OR SERVICES PROVIDED DIRECTLY BY CONNECTION OR ITS AFFILIATES, NEITHER CONNECTION NOR ITS AFFILIATES ARE LIABLE OR RESPONSIBLE FOR ANY AMOUNT OF DAMAGES ABOVE THE DOLLAR AMOUNT PAID BY CUSTOMER FOR THE PRODUCT(S) OR SERVICE(S) GIVING RISE TO THE CLAIM.

13. **Pricing Information; Availability; Errors and Omissions Disclaimer.** All pricing is subject to change without notice. Connection reserves the right to make adjustments to pricing, products and service offerings for reasons including but not limited to, changing market conditions, product discontinuation, product unavailability, manufacturer price changes and errors in advertisements. All orders are subject to product availability. Therefore, Connection cannot guarantee that it will be able to fulfill all CUSTOMER's orders as requested.

    Connection makes every effort to ensure the accuracy of the information published in our catalogs and on our Website(s). However, the documents and graphics published on this site may contain technical inaccuracies or typographical errors. We make no representations about the suitability of the information and graphics presented on this site. All such documents and graphics are provided "as is" without warranty of any kind.

    If an error is made and a product is listed at an incorrect price, Connection shall maintain the right to refuse or cancel any orders placed at the incorrect price. If the order has been confirmed and charged to your credit card, Connection shall immediately issue a credit in the amount of the incorrect price. Note: Connection does not guarantee that its prices listed on other Web sites or price engines are accurate or up-to-date.

14. **Indemnification**

    Connection offers thousands of brand-name commercially available products and services (Products). Connection has no control over the technology of the Products it sells and therefore cannot and do not indemnify Customer for claims by third parties that Products infringe any patent, copyright, trademark or trade secret. Connection will pass through any such indemnity it receives from the Product manufacturers or supplier. Connection warrants that the Products it sells have good title and that it has the proper authority to license the software products it distributes.

15. **Confidentiality**

    a. Both parties shall maintain as confidential and shall not disclose (except for those employees, of the recipient and its affiliates who need to know such information in connection with the recipient's performance of its obligations under the Agreement, any confidential information of the other party which may include, but is not limited to, any information which relates to the other party's or CUSTOMER's or Eligible Purchasers' business affairs, trade secrets, technology, research and development, or the terms of this Agreement ("Confidential Information") and each party agrees to protect that Confidential Information with the same degree of care it uses to protect its own confidential information.

    b. The parties shall have no obligation under this Agreement with respect to any information that is: (i) already known by the receiving party at the time of the disclosure; (ii) publicly known at the time of the disclosure or becomes publicly known through no wrongful act of the receiving party; (iii) subsequently disclosed on a non-confidential basis by a third party not having a confidential relationship with the disclosing party and which third party rightfully acquired such information; (iv) independently developed by the receiving party;

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(v) communicated to a third party with the express written consent of the disclosing party; or (vi) required to be disclosed to any governmental agency or is required by any subpoena, summons, order or other judicial process, provided however that the receiving party shall give at least fourteen (14) business days written notice to the other party prior to disclosing such information.

c. Both parties shall, upon expiration or earlier termination of this Agreement, whichever is earlier, either a) return to the disclosing party any and all of the disclosing party's Confidential Information together with any copies or reproductions thereof or b) provide the disclosing party with a certificate of destruction.

16. **Force Majeure.** Neither party will be liable to the other party for a failure or delay in performance any event which includes, but is not limited to, an act of God, act or omission of carriers, embargo, explosion, fire, flood, order of civil or military authority, strike, war, or similar causes beyond its reasonable control ("Force Majeure Event"). If a Force Majeure Event renders impossible or delays a party's performance, that party will immediately notify the other in writing of such event.

17. **Advertising.** By execution of this Agreement, CUSTOMER agrees that Connection may use CUSTOMER's name in publicity releases or for advertising purposes only. Neither party shall use the name(s) or trademark(s) of the other in any other manner without the prior written consent of the other party; such consent shall not be unreasonably withheld.

18. **Notices.** Any notices required to be provided under the terms of this Agreement will be sent to the parties via email; facsimile; certified mail – return receipt requested or overnight courier at the following addresses:

CUSTOMER		**GovConnection, Inc.**	
			GovConnection, Inc.
			732 Milford Road
			Merrimack, NH 03054
Attn:		Attn:	GovConnection Contracts
Tel:		Tel:	800-800-0019
Fax:		Fax:	603-683-2482
Email:		Email:	sledcontracts@govconnection.com

19. **Order of Precedence.** The order of precedence for all transactions made under this Agreement shall be: This Agreement and any amendments made to it, then Connection's standard terms and conditions. CUSTOMER shall be subject to the terms and conditions set forth herein. Connection reserves the right to not accept any purchase order if said purchase order has stated Terms and Conditions with which it cannot agree. In such case Connection will work with CUSTOMER to make any such Terms and Conditions acceptable. If an agreement cannot be reached, Connection will refuse any such purchase order. Such refusal shall not constitute a breach of this Agreement and cannot be used as a cause for termination of this Agreement nor relieve either party of its obligations in accordance with this Agreement.

20. **Changes**. No change or modification to this Agreement is valid or binding on either party unless set forth in an Amendment, referencing this Agreement, and signed by both parties' duly authorized officials.

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21. **Assignment.** The rights and liabilities of the Parties shall bind and inure to the benefit of their respective successors and assigns; provided that CUSTOMER may not assign its rights or delegate its obligations under this Agreement to any entity that is not wholly-owned, directly or indirectly, by CUSTOMER without the prior written consent of Connection. Any attempted assignment in violation of this section shall be void. This Agreement shall not be deemed to confer any rights or remedies upon any person or entity not a party hereto.

22. **Counterparts.** This Agreement may be executed by the parties hereto in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement. Each counterpart may consist of a number of copies hereof each signed by less than all, but together signed by all the Parties to this Agreement.

23. **Audit /Document Retention.** E-rate documentation requirement for both CUSTOMER AND CONNECTION IS 10 years from the last date to receive service, or equipment delivery date, whichever is later. All applicants and service providers are required to retain receipt and delivery records relating to pre-bidding, bidding, contracts, application process, invoices, provision of services, and other matters relating to the administration of universal service for a period of at least ten years after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request.

24. **Entire Agreement.** This Agreement, its attachments and any other document incorporated herein by reference, constitute the entire agreement between Connection and CUSTOMER for the matters set forth herein; shall only be supplemented by the prices, quantity and descriptions set forth in Connection's invoices for sales related to this Agreement; and supersede all prior agreements and understandings, written or oral, relating to the subject matter of this Agreement. No modification of any term or condition in this Agreement will be binding unless in writing and executed by both parties.

25. **Software**. If a quotation includes software or other products acquired pursuant to a subscription or other licensing arrangement, be aware that the manufacturer of such products requires all end users to agree to an End User License Agreement ("EULA"). The manufacturer will make its EULA available for review and it must be agreed to at or before the time the software or other licensed product is installed or accessed for the first time by the end user. It is the end user's responsibility to review, understand and agree to the terms of any such EULA.

By the signatures of their authorized representatives below, Connection and CUSTOMER acknowledge their understanding of, and consent to, each term and condition in this Agreement, as of the date of last signature below (the "Effective Date").

For and on behalf of:	For and on behalf of:
CUSTOMER	**GovConnection, Inc. d/b/a Connection**
Signature: _____	Signature: _____

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Name:		Name:	
Title:		Title:	
Date:		Date:	

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ATTACHMENT A

E-Rate SPECIFIC PRICING MATRIX

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***SKUd Services only. Services do not include Labor priced on an hourly basis. Professional Services requiring Project or Hourly Rate are not offered under this Agreement.**

NOTE: This Market Group matrix identifies the product categories that Connection uses to categorize its Products and Services for sale to our Customers. All discounts will apply to the specific product category. Please note however that the Customer's dedicated Web Account may identify different product categories as the Customer is searching for products. We do this to make the search more comprehensive and intuitive in order to simplify the Customer's web ordering experience.

Sales Tax: Sales tax will be added and collected for all personal purchases.

ATTACHMENT B

ACCOUNT MANAGEMENT TEAM

The Team

The following represents the Connection Account Management Team who will support CUSTOMER during the term of the Agreement.

Name	Title	Email address	Phone #
Account Manager Name	Title		
Name of Sr. Sales manager	Sr. Sales Manager		
Name of Director	Sr. Director Sales		

DRAFT

RFP 25-MI-90 Award Recommendation - Award Letter_DOC-603126

Final Audit Report 2026-02-12

Created:	2026-02-12
By:	Chelsie Gibson (chelsie.gibson@connection.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOS7_RBD_KCIDu28jUc25u1e0QNQI1Rz7

"RFP 25-MI-90 Award Recommendation - Award Letter_DOC-603126" History

Document created by Chelsie Gibson (chelsie.gibson@connection.com)
2026-02-12 - 3:15:34 PM GMT

Document emailed to Raymond McIlwain (ray.mcilwain@connection.com) for signature
2026-02-12 - 3:15:50 PM GMT

Email viewed by Raymond McIlwain (ray.mcilwain@connection.com)
2026-02-12 - 3:15:57 PM GMT

Email sent to gsacontracts@connection.com bounced and could not be delivered
2026-02-12 - 3:16:05 PM GMT

Document e-signed by Raymond McIlwain (ray.mcilwain@connection.com)
Signature Date: 2026-02-12 - 3:42:44 PM GMT - Time Source: server

Agreement completed.
2026-02-12 - 3:42:44 PM GMT

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C17 - Clay County Utility Authority Right-of-Way Easement for the Rideout Elementary School Entrance Along Henley Road

Description

The construction plan for the new classroom wing at Rideout Elementary School includes adding another entrance to the school along Henley Road. This right-of-way easement with the Clay County Utility Authority (CCUA) will allow CCUA access required to maintain, construct, improve, or repair its utility infrastructure under the section of land used for the Henley Road entrance to the school.

Gap Analysis

No action would result in the inability of Clay County Utility Authority to maintain, construct, improve, or repair its utility infrastructure for the section of land used for the Henley Road entrance to Rideout Elementary School.

Previous Outcomes

The School Board approved access easements in the past.

Expected Outcomes

It is expected that the School Board will approve this easement.

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 Utility Authority right-of-way easement to maintain, construct, improve, or repair their utility infrastructure under the section of land used for the Henley Road entrance to Rideout Elementary School.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904)336-6853, bryce.ellis@myoneclay.net,

Lance Addison, Director of Facility Planning & Construction, (904)336-6852, lance.addison@myoneclay.net

Paul Bement, Supervisor of Planning and Intergovernmental Relations, (904)336-6829, paul.bement@myoneclay.net

Financial Impact

None

Review Comments

Attachments

260063 CCUA Easement for Rideout Elementary Henley Rd Access.pdf

DRAFT

FOLLOW ALL PROCEDURES ON BACK OF THIS FORM

Contract # 260063
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:

Name of Contract Initiator: Telephone #:

School/Dept Submitting Contract: Cost Center #

Vendor Name:

Contract Title:

Contract Type: New □ Renewal □ Amendment □ Extension □ Previous Year Contract #

Contract Term: Renewal Option(s):

Contract Cost:

☐ **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)

****AREA BELOW FOR DISTRICT PERSONNEL ONLY ****

CONTRACT REVIEWED BY:	COMMENTS BELOW BY REVIEWING DEPARTMENT
Purchasing Department Review Date	_____ _____ _____
School Board Attorney Review Date	_____ _____ _____
Other Dept. as Necessary Review Date	_____ _____
PENDING STATUS: ☐YES ☐NO	**IF YES, HIGHLIGHTED COMMENTS ABOVE MUST BE CORRECTED BY INITIATOR**
FINAL STATUS	DATE:_____

DRAFT

Prepared under the direction of,
Record and return to:
Grady H. Williams, Jr., Esq.
c/o Clay County Utility Authority
3176 Old Jennings Road
Middleburg, Florida 32068-3907

GRANT OF EASEMENT

Parcel No.: 04-05-25-008999-001-00
Project Name: RideOut Elementary School - Entrance Along Henley Road

THIS INDENTURE made this **5th** day of **March**, A.D. **2026**, between **SCHOOL BOARD OF CLAY COUNTY**, a political subdivision of the State of Florida, whose mailing address is 900 Walnut Street, Green Cove Springs, Florida 32043, hereinafter called **GRANTOR**, and **CLAY COUNTY UTILITY AUTHORITY**, an independent special district and political subdivision of the State of Florida, existing and created under Chapter 94-491, Laws of Florida, Special Acts of 1994, whose business address is 3176 Old Jennings Road, Middleburg, Florida 32068-3907, hereinafter called **GRANTEE**.

WITNESSETH: That GRANTOR, for and in consideration of the sum of Ten Dollars ($10.00) and other good and valuable consideration to them in hand paid by GRANTEE, the receipt whereof is hereby acknowledged, has granted, bargained, sold, and conveyed to the GRANTEE, its successors and assigns forever a non-exclusive right-of-way and easement with the right, privilege, and authority to said GRANTEE, its successors and assigns, to construct, operate, lay, remove, maintain, improve and/or repair associated equipment for existing and future water, wastewater, and/or reclaimed water utilities, any or all, on, along, over, through, across or under the following described land, situate in Clay County, Florida, to-wit:

See Exhibit "A" attached hereto and by reference made a part hereof.

TOGETHER, with the right of said GRANTEE, its successors and assigns, of ingress and egress, to and over said above-described premises, and for doing anything necessary or useful or convenient or removing at any time any and all of the said improvements upon, over, under or in said lands, together also with the right and easements, privileges and appurtenances in and to said land which may be required for the enjoyment of the rights herein granted. GRANTOR does hereby fully warrant the title to the grant of an easement described herein and will defend the same against the lawful claims of all persons whomsoever.

If GRANTEE causes any damages to GRANTOR'S property, GRANTEE shall, at GRANTEE'S sole cost and expense, promptly and fully repair and restore the ground surface and any improvements located on GRANTOR'S property to approximately the same condition as said ground surface existed prior to such damage, as is reasonably practical under the circumstances.

IN WITNESS WHEREOF, the said GRANTOR has caused this instrument to be executed in its name by its authorized officer(s) the day and year first above written.

[Signatures Begin Next Page]

DRAFT

Signed and Sealed in our Presence:

GRANTOR:

SCHOOL BOARD OF CLAY COUNTY,
a political subdivision of the State of Florida

Witness: _____
Print Name: _____

By: _____
Erin Skipper, as Chairwoman

Address: _____
_____

Address: _____
_____

Witness: _____
Print Name: _____

Address: _____
_____

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____ **2026** by, **ERIN SKIPPER**, as **CHAIRWOMAN** of the **SCHOOL BOARD OF CLAY COUNTY**, a political subdivision of the State of Florida, who is personally known to me or has produced _____, as identification.

_____
Print Name: _____

Address: _____
_____

Notary Public in and for the
County and State Aforesaid
My Commission Expires:

DRAFT

EXHIBIT A

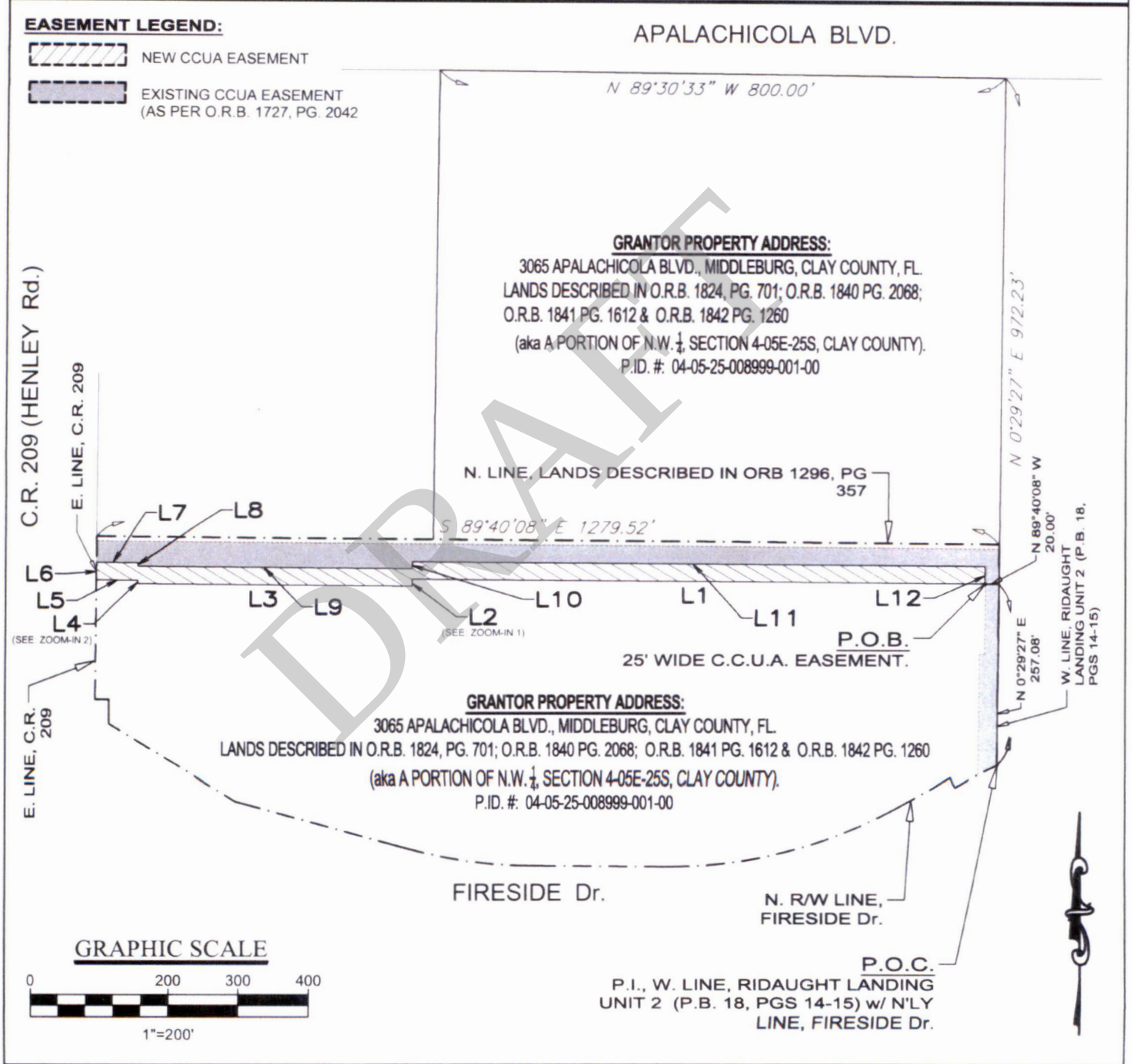
(Note: Prior to the recording of this Grant of Easement document, this Exhibit "A" page is to be replaced by an official legal description and map prepared by a licensed professional surveyor, at GRANTOR'S expense, that covers the same area of real property shown on the attached sketch.)

DRAFT

Clay County Utility Authority
3176 Old Jennings Road
Middleburg, FL 32068
904-272-5999

SKETCH & DESCRIPTION
FOR: 25.00' WIDE C.C.U.A. EASEMENT, ID. #2375

(SITUATED WITHIN SECTION 04, TOWNSHIP 05-SOUTH, RANGE 25-EAST)



DRAFT

DRAWING DATE: 12-15-2025	
CCUA EASEMENT ID.:2375	
E-FILE: M:\GEOMATICS\~SKETCH & DESC\FY 25-26 S&D\D Damrow_RIDEOUT ELEM_New Esmt over FM_12-15-25.dwg	
DRAWN BY: XFA	
CHECKED BY: XFA	
SCALE: 1" = 200'	SHEET 1 OF 3

NOTES BY SURVEYOR & MAPPER:

- THIS SKETCH AND DESCRIPTION MEETS THE STANDARDS OF PRACTICE SET FORTH IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE, PURSUANT TO SECTION 472.027, FLORIDA STATUTES, UNLESS OTHERWISE SHOWN AND STATED HEREON.
- NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA PROFESSIONAL SURVEYOR AND MAPPER.
- THIS DRAWING WAS STRICTLY PREPARED FOR THE USE OF C.C.U.A. ONLY. NO OTHER PARTIES MAY USE THIS DRAWING OR ANY OF ITS CONTENTS WITHOUT PRIOR WRITTEN AUTHORIZATION FROM C.C.U.A.
- ALL INSTRUMENTS REFERENCED HEREIN ARE OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA, UNLESS SHOWN OTHERWISE.

SEE SHEET:

2 OF 2 FOR LEGEND, SURVEYOR'S NOTES & THE DESCRIPTION PERTAINING TO THE SKETCH SHOWN ON THIS SHEET.

Clay County Utility Authority
3176 Old Jennings Road
Middleburg, FL 32068
904-272-5999

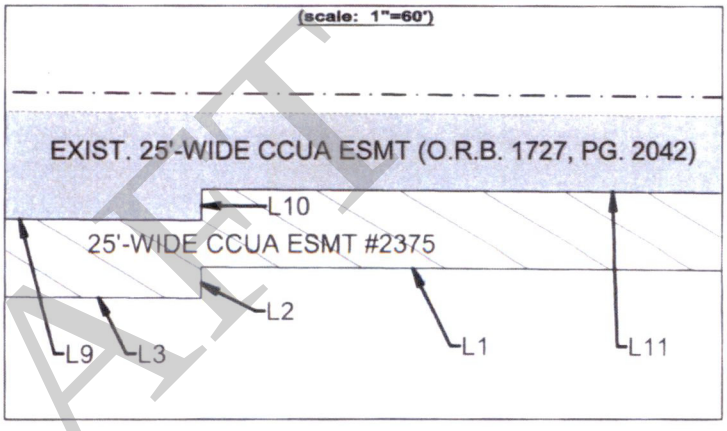
SKETCH & DESCRIPTION
FOR: 25.00' WIDE C.C.U.A. EASEMENT, ID. #2375

(SITUATED WITHIN SECTION 04, TOWNSHIP 05-SOUTH, RANGE 25-EAST)

DRAFT

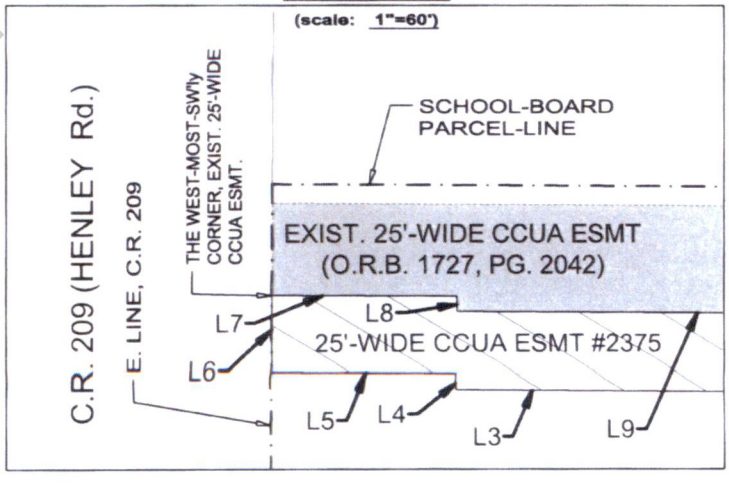
ZOOM-IN 1

(scale: 1"=60')



ZOOM-IN 2

(scale: 1"=60')



LINE GEOMETRY

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N 89°40'08" W	809.27'
L2	S 00°21'00" W	10.00'
L3	N 89°40'08" W	390.00'
L4	N 00°21'00" E	5.00'
L5	N 89°40'08" W	60.01'
L6	N 00°21'00" E	25.00'
L7	S 89°40'08" E	60.00'
L8	S 00°21'00" W	5.00'
L9	S 89°40'08" E	390.00'
L10	N 00°21'00" E	10.00'
L11	S 89°40'08" E	809.34'
L12	S 00°29'27" W	25.00'

DRAWING DATE: 12-15-2025
CCUA EASEMENT ID.:2375
E-FILE:
M:\GEOMATICS\~SKETCH & DESC\FY 25-26 S&D\D Damrow_RIDEOUT ELEM_New Esmt over FM_12-15-25.dwg
DRAWN BY: XFA
CHECKED BY: XFA
SHEET 2 OF 3

REVISIONS:			
No.	Date:	Description:	By:

SEE SHEETS:

1 OF 3 FOR THE MAIN SKETCH OF THE SUBJECT LANDS.

3 OF 3 FOR LEGEND, SURVEYOR'S NOTES & THE DESCRIPTION PERTAINING TO THE SKETCH SHOWN ON SHEET 1 OF 3.

Clay County Utility Authority
3176 Old Jennings Road
Middleburg, FL 32068
904-272-5999

SKETCH & DESCRIPTION
FOR: 25.00' WIDE C.C.U.A. EASEMENT, ID. #2375

(SITUATED WITHIN SECTION 04, TOWNSHIP 05-SOUTH, RANGE 25-EAST)

LEGAL DESCRIPTION

CLAY COUNTY UTILITY AUTHORITY EASEMENT NUMBER 2375:

A STRIP OF LAND 25.00-FEET-WIDE, BEING A PORTION OF THE LANDS DESCRIBED IN OFFICIAL RECORDS BOOK 1824, PAGE 701; OFFICIAL RECORDS BOOK 1840, PAGE 2068; OFFICIAL RECORDS BOOK 1841, PAGE 1612; AND OFFICIAL RECORDS BOOK 1842, PAGE 1260, ALL BEING OF THE PUBLIC RECORDS OF CLAY COUNTY, FLORIDA (SAID DESCRIBED LANDS, HENCEFORTH: "SAID LANDS"); SAID LANDS BEING COMPOSED OF A PORTION OF THE NORTHWEST ONE-QUARTER (NW 1/4) OF SECTION 4, TOWNSHIP 5-SOUTH, RANGE 25-EAST WITHIN SAID CLAY COUNTY. THE NORTHERLY LINE OF THE HEREIN DESCRIBED 25.00-FOOT-WIDE STRIP OF LAND BEING SITUATED CONTIGUOUS AND PARALLEL TO THE SOUTHERLY LINE OF AN EXISTING CLAY COUNTY UTILITY AUTHORITY (CCUA) UTILITY EASEMENT, AS DESCRIBED IN OFFICIAL RECORDS BOOK 1727, PAGE 2042; THE INTENT HEREIN BEING THERE WILL NOT BE ANY GAP OR HIATUS BETWEEN SAID EXISTING CCUA EASEMENT AND THE HEREIN DESCRIBED 25.00-FOOT-WIDE STRIP OF LAND, THE LATTER BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE POINT OF INTERSECTION OF THE WEST LINE OF RIDAUGHT LANDING UNIT 2, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 18, PAGES 14-15, WITH THE NORTHERLY RIGHT-OF-WAY LINE OF FIRESIDE DRIVE (A LOCAL ROAD); THENCE, ALONG SAID WEST LINE OF RIDAUGHT LANDING UNIT 2, PROCEED NORTH 00° 29' 27" EAST, FOR 257.08 FEET; THENCE, PROCEED NORTH 89° 40' 08" WEST, FOR 20.00 FEET TO A WESTERLY LINE OF SAID EXISTING CCUA EASEMENT, SAID POINT BEING THE **POINT OF BEGINNING** OF THE HEREIN DESCRIBED 25.00-FOOT-WIDE STRIP OF LAND; THENCE, ALONG THE SOUTHERLY LINE OF THE HEREIN DESCRIBED STRIP OF LAND, PROCEED THE FOLLOWING FIVE COURSES AND DISTANCES, THE SAME BEING PARALLEL TO AND OFFSET 25.00 FEET SOUTH OF THE SOUTH LINE OF SAID EXISTING CCUA EASEMENT: (1) NORTH 89° 40' 08" WEST, FOR 809.27 FEET; (2) SOUTH 00° 21' 00" WEST, FOR 10.00 FEET; (3) NORTH 89° 40' 08" WEST, FOR 390.00 FEET; (4) NORTH 00° 21' 00" EAST, FOR 5.00 FEET; (5) NORTH 89° 40' 08" WEST, FOR 60.01 FEET TO THE EAST LINE OF THE C.R. 209 RIGHT-OF-WAY (aka HENLEY ROAD); THENCE, ALONG SAID EAST RIGHT-OF-WAY LINE, PROCEED NORTH 00° 21' 00" EAST, FOR 25.00 FEET TO THE MOST-WESTERLY SOUTHWESTERLY CORNER OF SAID EXISTING CCUA EASEMENT; THENCE, ALONG THE SOUTHERLY LINE OF SAID EXISTING CCUA EASEMENT, PROCEED THE FOLLOWING FIVE COURSES AND DISTANCES: (7) SOUTH 89° 40' 08" EAST, FOR 60.00 FEET; (8) SOUTH 00° 21' 00" WEST, FOR 5.00 FEET; (9) SOUTH 89° 40' 08" EAST, FOR 390.00 FEET; (10) NORTH 00° 21' 00" EAST, FOR 10.00 FEET; (11) SOUTH 89° 40' 08" EAST, FOR 809.34 FEET; THENCE, PROCEED SOUTH 00° 29' 27" WEST, FOR 25.00 FEET TO THE **POINT OF BEGINNING.**

SAID HEREIN DESCRIBED 25.00-FOOT-WIDE STRIP OF LAND, SITUATE, LYING AND BEING IN MIDDLEBURG, CLAY COUNTY, FLORIDA, AND CONTAINING APPROXIMATELY 31,483 SQUARE FEET OR 0.723 ACRES. THE BEARING SYSTEM USED HEREIN IS BASED ON THE GEOMETRY OF RECORD OF THE HEREIN MENTIONED EXISTING CCUA EASEMENT.

DRAFT

ADDITIONAL NOTES BY SURVEYOR & MAPPER:

1. THE PURPOSE OF THIS INSTRUMENT IS TO PROVIDE A SKETCH AND LEGAL DESCRIPTION FOR A NEW C.C.U.A. EASEMENT, AND WAS PREPARED FOR DESCRIPTIVE PURPOSES ONLY AND IS NOT A BOUNDARY SURVEY.
2. THE BEARING SYSTEM USED HEREIN IS BASED ON THE GEOMETRY OF RECORD OF THE HEREIN MENTIONED EXISTING CCUA EASEMENT.
3. THIS DRAWING MAY HAVE BEEN ENLARGED OR REDUCED, BY OTHER PARTIES, FROM THE ORIGINAL DRAWING PRODUCED BY CCUA. THE DRAWING WAS INTENDED TO BE DISPLAYED AT THE SCALE SHOWN ON THE SHEETS CONTAINING MAPS. PLEASE UTILIZE THE GRAPHIC SCALE WHEN CONSIDERING DISTANCES.
4. THIS SKETCH AND LEGAL DESCRIPTION WERE PREPARED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE. THEREFORE, THERE MAY BE ADDITIONAL EASEMENTS, COVENANTS, AND RESTRICTIONS OR OTHER MATTERS OF PUBLIC RECORD, THAT MAY OR MAY NOT AFFECT THIS PARCEL OF LAND. SUCH ENCUMBRANCES MAY BE FOUND THROUGH A THOROUGH REVIEW OF THE PUBLIC RECORDS OF CLAY COUNTY, AND THE STATE OF FLORIDA.

LEGEND (OF LINETYPES & UNCOMMON ABREVIATIONS THAT MAY BE USED HEREIN):

CCUA	CLAY COUNTY UTILITY AUTHORITY
CL	CENTERLINE
ID	IDENTIFICATION
D.E.	STORM-DRAINAGE EASEMENT
I/E ESMT.	INGRESS/EGRESS EASEMENT
ESMT.	EASEMENT
M.	MEASURED
O.R.B.	OFFICIAL RECORD BOOK
P.B.	PLAT BOOK
P.I.	POINT OF INTERSECTION
P.ID.	PROPERTY IDENTIFICATION #
P.O.B.	POINT OF BEGINNING
P.O.C.	POINT OF COMMENCEMENT
P.O.T.	POINT OF TERMINATION
R/W	RIGHT-OF-WAY
R.	OF THE PUBLIC RECORDS
N'ly	NORTHERLY
S'ly	SOUTHERLY
E'ly	EASTERLY
W'ly	WESTERLY
U.E.	UTILITY EASEMENT
NE'ly	NORTHEASTERLY
SE'ly	SOUTHEASTERLY
SW'ly	SOUTHWESTERLY
NW'ly	NORTHWESTERLY

NEW CCUA EASEMENT

EXISTING EASEMENT

RIGHT-OF-WAY LINE

GRANTOR-PARCEL BOUNDARY LINE

PLAT LOT LINE

CCUA EASEMENT ID.:2375

E-FILE:
M:\GEOMATICS\~SKETCH & DESC\FY 25-26 S&D\D Damrow_RIDEOUT ELEM_New Esmt over FM_12-15-25.dwg

SCALE: N/A | SHEET 3 OF 3

SEE SHEET:
1 OF 2 FOR THE SKETCH PERTAINING TO THE LEGAL DESCRIPTION HEREIN SHOWN.

Xavier Aguirre DATE 12-17-25

SIGNING FOR THE CLAY COUNTY UTILITY AUTHORITY:
XAVIER FRANK AGUIRRE, P.S.M.
PROFESSIONAL SURVEYOR & MAPPER NO. LS6750
REGISTRATION, STATE OF FLORIDA

March 5, 2026 - Regular School Board Meeting

Title

C18 - Approval of the Certification of the 2026 Florida Inventory of School Houses (FISH) Data

Description

In accordance with Florida Statutes 1013.31 and State Requirements for Educational Facilities (SREF) Section 6.1, annually, before April 1st, each school district must review the Florida Inventory of School Houses (FISH) and certify that it is current and accurate to the Office of Educational Facilities.

Gap Analysis

N/A

Previous Outcomes

The School Board approved prior certifications.

Expected Outcomes

It is expected that the School Board will approve the certification of the 2026 FISH data.

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

Approval of the certification of the 2026 FISH data.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904)336-6853, bryce.ellis@myoneclay.net,

Lance Addison, Director of Facility Planning & Construction, (904)336-6852, lance.addison@myoneclay.net

Paul Bement, Supervisor of Planning and Intergovernmental Relations, (904)336-6829, paul.bement@myoneclay.net

Financial Impact

None.

Review Comments

Attachments

2025-2026 FISH_Certification_LAsigned.pdf

DRAFT

OFFICE OF EDUCATIONAL FACILITIES
FLORIDA INVENTORY OF SCHOOL HOUSES
CERTIFICATION OF FACILITIES DATA

WHEREAS, Section 1013.03(3), F.S., states in part that the Department of Education must, "Require boards to submit other educational plant inventories data…"

WHEREAS, Section 101331(l)(e), F.S., states in part, "...School districts shall periodically update their inventory of educational facilities...."

WHEREAS, State Requirements for Educational Facilities, Section 6.1(5)(c), requires that, "Prior to April 1 of each year, each district shall review the Florida Inventory of School Houses and shall certify to the Office that the inventory is current and accurate."

THEREFORE, on behalf of the School Board of Clay County, the authorized representatives whose signatures appear below hereby certify that, to the best of their knowledge, the educational facilities inventory data for the district contained in the Florida Inventory of School Houses is current and accurate pursuant to applicable statutes and rules.

DRAFT

Director of Facilities Planning — Date: 3/5/2026

Superintendent — Date

Board Chair — Date

Return signed form to:
0ffice of Educational Facilities
Florida Department of Education 325
West Gaines Street, Room 1014
Tallahassee, Florida 32399-0400

OEF FISH CERT
Rule 6A-2.0010, FAC
Effective November 2012

March 5, 2026 - Regular School Board Meeting

Title

C19 - Prequalification of Contractors

Description

Section 1013.46 of Florida Statutes requires school borads to prequalify contractors prior to their being able to bid on struction projects for the district. The rules for prequalification 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 atached list may contain both new contractors and contractors seeking to renew their prequalification status. Per Florida Statutes, only those contractors currently prequalified at the time of bidding may bid on a school board construction project.

Gap Analysis

Prequalification of Contractors is an annual requirement.

Previous Outcomes

CCDS complies with contractor prequalification as required by Florida Statutes and State Requirements for Educational Facilities (SREF).

Expected Outcomes

CCDS will remain in compliance by certifying the contractors recommended for prequalification meeting the requirements of Section 1013.46, 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 prequalification list.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

Lance Addison, Director, Facility Planning and Construction (904) 336-6852, lance.addison@myoneclay.net

Financial Impact

None

Review Comments

Attachments

March 2026 table-for-board-backup-contractor-prequal-.docx - Google Docs.pdf

DRAFT

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 Lance Addison, 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
Eskola, LLC	Roofing Contractor	10,000,000.00	March 31, 2026
Foresight Construction Group, Inc.	General Contractor	$20,000,000.00	March 31, 2026
Gary S. Bailey, Inc.	Building Contractor	5,000,000.00	March 31, 2026
Gateway Contracting, Inc.	General, Mechanical and Plumbing Contractor	$15,000,000.00	March 31, 2026
Life Safety Designs, Inc.	Building Contractor	10,000,000.00	March 31, 2026
Miles Electrical Contracting, Inc.	Electrical Contractor	1,000,000.00	March 31, 2026
Next Dimension Construction, Inc.	General Contractor	2,500,000.00	March 31, 2026
Security and Fire Electronics, Inc.	Electrical and Alarm System Contractor	1,000,000.00	March 31, 2026
STG Contracting Group, Inc.	General Contractor	100,000,000.00	March 31, 2026
The Rose Group, LLC.	General Contractor	500,000.00	March 31, 2026
Thorne Metal System, Inc.	Roofing Contractor	4,000,000.00	March 31, 2026

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C20 - Substantial and Final Completion of Shadowlawn Elementary School HVAC Repair/Replacement

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 and Final Completion on December 23, 2025, 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,

Lance Addison, Director of Facility Planning & Construction, (904) 336-6852, lance.addison@myoneclay.net

Financial Impact

None

Review Comments

Attachments

SLE HVAC Substantial and Final Completion Certs.pdf

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School District of Clay County
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: HVAC Repair/Replacement

School: SLE

CCDS Project Number: C-37-24/25

OEFIS Project Number: N/A

Project Architect: N/A

Project Contractor: Trane

Date of Substantial Completion: 12/23/2025

DRAFT

Leonard P Simone Digitally signed by Leonard P Simone DN: C=US, E=Leonard.Simone@trane.com, O=Trane Technologies, CN=Leonard P Simone Date: 2026.02.12 14:24:51-05'00' Date:

Signature: Contractor

N/A Date:

Signature: Architect/Engineer

Date: 2/12/2026

Signature: Project Manager (CCDS)

School District of Clay County
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: HVAC Repair/Replacement

School: SLE

CCDS Project Number: C-37-24/25

OEFIS Project Number: N/A

Project Architect: N/A

Project Contractor: Trane

Date of Final Completion: 12/23/2025

DRAFT

Leonard P Simone

Digitally signed by Leonard P Simone
DN: C=US, E=Leonard.Simone@trane.com, O=Trane Technologies, CN=Leonard P Simone
Date: 2026.02.12 14:23:33-05'00'

Signature: Contractor Date :

N/A

Signature: Architect/Engineer Date:

Signature: Project Manager (CCDS) Date: 2/12/2026

SSD-1-5013
E 04/21/2009

March 5, 2026 - Regular School Board Meeting

Title

C21 - Final Plans and Specifications for Wilkinson Junior High School Window Replacement.

Description

Each phase or combination of phases is submitted to the School Board for review and approval. The plans have received staff review and approval is necessary for the project to progress in the process of seeking a contractor to proceed.

Gap Analysis

N/A

Previous Outcomes

Individual departments have the opportunity to express needs during plan review in order to design a project that will meet user's expectations.

Expected Outcomes

Final Plan review allows for participation from a variety of departments to ensure any program changes are incorporated into the design.

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 Final Plans and Specifications for the Wilkinson Junior High School Window Replacement.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net

Lance Addison, Director, Facility Planning and Construction (904) 336-6852, lance.addison@myoneclay.net

Financial Impact

As budgeted in the Educational Facilities Work Plan for $ 1,000,000.00. The architect's cost estimate is $485,420.74.

Review Comments

Attachments

- WJH Update Windows Quote-C-11-2526 20260212.pdf

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BRIAN BOATRIGHT
ARCHITECT
914 Plainfield Ave, Orange Park, FL 32073

WILKINSON JUNIOR HIGH - WINDOW REPLACEMENT
Opinion of Probable Cost

02/05/26

	Qty	$/Unit	Subtotal	Total
Building 1 - Administration				**$ 67,176.90**
Window Type 1-A	5	$ 2,097.90	$ 10,489.50	
Window Type 1-B	3	$ 4,195.80	$ 12,587.40	
Window Type 1-C	7	$ 6,300.00	$ 44,100.00	
Building 2 - Cafeteria				**$ 28,584.90**
Window Type 2-A	2	9,528.30	$ 19,056.60	
Window Type 2-B	2	4,764.15	$ 9,528.30	
Building 3 - Media Center				**$ 43,200.00**
Window Type 3-A	24	720.00	$ 17,280.00	
Window Type 3-B	8	3,240.00	$ 25,920.00	
Building 4 - Classrooms				**$ 75,600.00**
Window Type 4-A	12	6,300.00	$ 75,600.00	
Building 5 - Classrooms				**$ 56,700.00**
Window Type 5-A	9	6,300.00	$ 56,700.00	
Building 6 - Classrooms				**$ 31,197.60**
Window Type 6-A	8	3,899.70	$ 31,197.60	
Building 7 - Science				**$ 93,078.00**
Window Type 7-A	22	2,340.00	$ 51,480.00	
Window Type 7-B	20	$ 2,079.90	$ 41,598.00	
TOTAL				**$ 395,537.40**
Demolition				$ 15,000.00
General Conditions				$ 33,620.68
Mobilization				$ 2,500.00
Bonds & Insurance				$ 7,119.67
Profit & OH				$ 31,642.99
GRAND TOTAL				**$ 485,420.74**

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March 5, 2026 - Regular School Board Meeting

Title

C22 - Fleming Island High School Fire Alarm Repair/Replacement Contract Award.

Description

This project is listed and approved on the Educational Facilities Work Plan. The selection was conducted in accordance with Florida Statute 255.20 1(c)2. Pricing was received from T&M Electric of Clay County, LLC and the quote was reviewed by our professional architect/engineer who determined the price to be fair and reasonable. In accordance with the provision of Florida Statute 287.055, T&M Electric of Clay County, LLC was selected. Please see attached justification.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Construction of Fleming Island High School 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 T&M Electric of Clay County, LLC for the total contract award of $1,175,820.00.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,

Lance Addison, Director of Facility Planning & Construction, (904) 336-6858, lance.addison@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Work Plan.

Review Comments

Attachments

- AIA Agreement-FIH C-49-2526-20260212.pdf
- PM Justification FIH C-49-2526 20260212.pdf

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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 5th day of March in the year 2026
(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 Repair/Replacement at
Fleming Island High School (C-49-25/26)
2233 Village Square Parkway
Fleming Island, FL 32003

The Architect:
(Name, legal status, address and other information)
MSA Professional Services,
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.

DRAFT

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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.

[X] 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:

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(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:
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 July 17, 2026. The Work shall be finally completed no later than August 16, 2026.

§ 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 One million one hundred seventy-five thousand eight hundred twenty & zero cents
($1,175,820.00), 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 ($1000.00) for each and every calendar day elapsing between the date fixed for substantial completion and

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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.

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 on the day selected by the Contractor and approved, 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.

§ 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

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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.)

N/A %

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.)

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§ 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

[X] 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)

Robbie Bumpers, Project Manager
925 W. Center Street
Green Cove Springs, FL 32043
Tel: 904/336-6824
Elvin.bumpers@myoneclay.net

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information
Eric Linton, President
T&M Electric of Clay County, LLC
200 College Drive
Orange Park, FL 32065
Tel: 904/272-0272
Email Address: eric@tmelectricinc.com

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§ 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**)

.3 Specifications (**Refer to attached Table of Contents**)

.4 Addenda, if any:

Number	Date
#1	12/09/2025
#2	12/10/2025

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.

DRAFT

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*	**CONTRACTOR** *(Signature)*
Erin Skipper, Board Chair	Eric Linton, President
(Printed name and title)	*(Printed name and title)*

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(3B9ADA39)

Fire Alarm Repair/Replacement at
Fleming Island High School
CCDS Project Number C-49-25/26

Index of Drawings

E0.1 – LEGEND, DETAILS, AND GENERAL NOTES

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E2.1 – PARTIAL FLOOR PLAN – NORTH WING – BUILDING 1 FIRST FLOOR

E2.2 – PARTIAL FLOOR PLAN – WEST WING -BUILDING 1 FIRST FLOOR

E2.3 – PARTIAL FLOOR PLAN – SOUTH WING – BUILDING 1 FIRST FLOOR

E2.4 – PARTIAL FLOOR PLAN – SOUTH WING – BUILDING 10 FIRST FLOOR

E2.5 – PARTIAL FLOOR PLAN – BUILDING 2 - FIRST FLOOR

E2.6 – PARTIAL FLOOR PLAN – NORTH WING – BUILDING 1 SECOND FLOOR

E2.7 – PARTIAL FLOOR PLAN – WEST WING – BUILDING 1 SECOND FLOOR

E2.8 – PARTIAL FLOOR PLAN – BUILDING 10 SECOND FLOOR

E2.9 – PARTIAL FLOOR PLAN – MEZZANINES - BUILDING 1 AND 2

E2.10 – FLOOR PLANS – OUTBUILDINGS

E2.11 – FLOOR PLAN – PORTABLES – ROW 10-40

E2.12 – FLOOR PLAN – PORTABLES – ROW 50-90

E2.13 – FLOOR PLANS – OUTBUILDINGS

E3.1 – FIRE ALARM DETAILS AND NOTES

E3.2 – FIRE ALARM RISER DIAGRAM

DRAFT

FIRE ALARM REPAIR / REPLACEMENT AT
FLEMING ISLAND HIGH SCHOOL NO. 0551
CCDS PROJECT NO. C-49-25/26

FRONT-END SPECIFICATION

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SECTION 00100 - INSTRUCTIONS TO BIDDERS

SECTION 00200 - PUBLIC ENTITY CRIMES/SCRUTINIZED COMPANIES

SECTION 00300 - BID FORMS

SECTION 00400 - LIST OF SUBCONTRACTORS

SECTION 00500 - AGREEMENT FORMS

SECTION 00600 - BONDS AND CERTIFICATES

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SECTION 00800 - SUPPLEMENTARY CONDITIONS

SECTION 00810 - PROGRESS PAYMENTS

SECTION 00860 - PURCHASING OF PROJECT DOCUMENTS

SECTION 00900 - SPECIAL CONDITIONS

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SECTION 01026 - UNIT PRICES

SECTION 01040 - COORDINATION, INSPECTION AND PROTECTION

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SECTION 01500 - TEMPORARY FACILITIES

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SECTION 16120 - CONDUCTORS AND CABLES

SECTION 16130 - RACEWAYS AND BOXES

SECTION 16550 - EXTERIOR CIRCUITS PATHWAYS

SECTION 16710 - FIRE ALARM

DRAFT

HADDAD ENGINEERING, INC.
A DIVISION OF MSA

ADDENDUM NUMBER 01

DATE: Tuesday, December 9, 2025

PROJECT: Fleming Island High School – Fire Alarm Replacement

CCDS
PROJECT NO.: C-49-25/26

OWNER: Clay County District Schools
900 Walnut Street
Green Cove Springs, FL 32043
Phone: (904) 336-6500
Fax: (904) 336-6500

ENGINEER: Haddad Engineering, Inc., A Division of MSA
3030 Hartley Road, Suite 290
Jacksonville, FL 32257
Phone (904) 262-5066
Fax (904) 262-7139

TO: Will Mullinax, T&M Electric, will@tmelectricinc.com
Tyrone Hamelin, AEC Electrical, tyrone@aecelectrical.net
Charles Carter, AEC Electrical, charlesc@aecelectrical.net
Garrett Dion, SAFE, garrett.dion@gmail.com
Marc Guedj, SAFE, marc.guedj@safeinc.com
Bob Worth, SAFE, bworth@safeinc.com
Franklin Dziobit, SAFE, frank@safeinc.com
Joel Feagin, FTC, joelfeagin@gmail.com
Steve Metzger, FTC, steven.feagintotal@gmail.com
Dwight Williams, CFC, Dwight.cfc@att.net
Robbie Bumpers, CCDS, elvin.bumpers@myoneclay.net
James Krajewski, CCDS, james.krajewski@myonelcay.net

- ✓ This Addendum forms a part of the Contract Documents and modifies the Contract Documents Issued November 5, 2025, with amendments and additions noted below.
- ✓ Acknowledge receipt of this Addendum in the Bid Form.
- ✓ This Addendum consists of (5) pages and (1) set of specifications.

Drawings:

3030 Hartley Road • Suite 290 • Jacksonville, Florida 32257 • Tel: 904/262-5066 • www.haddadeng.com

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See attached drawings sheets E2.5 and E3.2.

Pre-Bid Meeting Notes:

See attached meeting notes.

Response to Questions:

1. Plans, specifications, and general notes for all five schools indicate that it is the intent to leave the existing fire alarm system fully functional until the new system is in place. Please confirm this intent.

Response: The existing system should remain in place until the new system is fully operational. Provide fire watch if fire alarm outage exceeds 4 hours.

2. Plans, specifications, and general notes for all five schools indicate that existing devices are to be temporarily relocated so that new devices can reutilize existing provisions while the existing system can remain online. Please confirm the intent to temporarily relocate existing fire alarm devices to allow for new devices in their place.

Response: Relocate old devices temporarily if required.

3. Confirm that as long as a Firewatch is in place, the existing fire alarm system can be taken off-line until the new system is online.

Response: Yes. Fire alarm system can be taken off-line if the contractor provided fire watch.

4. The specifications sent for Fleming Island High School Fire Alarm are labeled as Fleming Island Elementary School Fire Alarm. Please revise the specifications for Fleming Island High School Fire Alarm Replacement.

Response: Specifications have been updated. See attached.

5. The school district fire official contact on the Fire watch procedures is mark.thomas@myoneclay.net. From our understanding, Mark Thomas is no longer with the school board. Please confirm or revise this contact.

Response: Point of contact for CCDS Office of Code Enforcement:
Robin Gann
(904) 336-0104
Robin.gann@myoneclay.net

6. Is there an approximate date for when the Notice To Proceed will be issued?

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Response: Notice to proceed to be issued after contract award on January 8, 2026 and upon receipt of permit and recorded bonds.

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HADDAD ENGINEERING, INC.
A DIVISION OF MSA

ADDENDUM NUMBER 02

DATE: Wednesday, December 10, 2025

PROJECT: Fleming Island High School – Fire Alarm Replacement

CCDS
PROJECT NO.: C-49-25/26

OWNER: Clay County District Schools
900 Walnut Street
Green Cove Springs, FL 32043
Phone: (904) 336-6500
Fax: (904) 336-6500

ENGINEER: Haddad Engineering, Inc., A Division of MSA
3030 Hartley Road, Suite 290
Jacksonville, FL 32257
Phone (904) 262-5066
Fax (904) 262-7139

TO: Will Mullinax, T&M Electric, will@tmelectricinc.com
Tyrone Hamelin, AEC Electrical, tyrone@aecelectrical.net
Charles Carter, AEC Electrical, charlesc@aecelectrical.net
Garrett Dion, SAFE, garrett.dion@gmail.com
Marc Guedj, SAFE, marc.guedj@safeinc.com
Bob Worth, SAFE, bworth@safeinc.com
Franklin Dziobit, SAFE, frank@safeinc.com
Joel Feagin, FTC, joelfeagin@gmail.com
Steve Metzger, FTC, steven.feagintotal@gmail.com
Dwight Williams, CFC, Dwight.cfc@att.net
Robbie Bumpers, CCDS, elvin.bumpers@myoneclay.net
James Krajewski, CCDS, james.krajewski@myonelcay.net

- ✓ This Addendum forms a part of the Contract Documents and modifies the Contract Documents Issued November 5, 2025, with amendments and additions noted below.
- ✓ Acknowledge receipt of this Addendum in the Bid Form.
- ✓ This Addendum consists of (19) pages.

Drawings:

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See attached drawings sheets E0.1-E3.2.

Changes:

Changed Clay County District School project number from C-61-25/26 to C-49-25/26 on every sheet.

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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
Robert Alvero, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

MEMORANDUM FOR RECORD

THROUGH: Robbie Bumpers, Project Manager

DATE: February 2, 2026

SUBJECT: **Justification for Single Bid** -

FIH Fire Alarm Replacement - Project Number C-49-25/26

This memo serves as justification for proceeding with the construction project known as "FIH Fire Alarm Replacement," project number C-49-25/26, based on a single bid received.

The project was publicly advertised in accordance with Clay County School Board Policy #6322 Construction Contracting and Bidding. The advertisement was published on the District's website from November 13, 2025 through December 3, 2025. Despite these efforts to solicit competitive bids, only one bid was received by the bid opening deadline of December 10, 2025.

The single bid submitted by T&M Electric of Clay County was in the amount of $1,175,820.00. We have carefully reviewed this bid and have determined that it is reasonable based on pricing recently received on other projects. Furthermore, the bid amount was also reviewed by our professional architect/engineer, Haddad Engineering, who determined that the pricing was fair and reasonable.

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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
Robert Alvero, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

We understand the importance of competitive bidding and have made every effort to encourage participation in this process. The public advertisement, as required by Clay County School Board Policy #6322 Construction Contracting and Bidding, provided ample opportunity for all interested contractors to submit bids. While we received only one bid, the fact that it aligns with both our internal budget and the independent review from our architect/engineer provides assurance that the price is reasonable and fair.

Given these circumstances, we believe that accepting the bid from T&M Electric of Clay County is in the best interest of the District. Delaying this project to re-advertise would likely result in increased costs due to potential market fluctuations and could negatively impact project timelines.

Please do not hesitate to contact me if you require any further information or clarification.

Sincerely,

Robbie Bumpers
Project Manager
Office: (904) 336-6824
Email: elvin.bumpers@myoneclay.net

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March 5, 2026 - Regular School Board Meeting

Title

C23 - Ridgeview High School Fire Alarm Repair/Replacement Contract Award.

Description

This project is listed and approved on the Educational Facilities Work Plan. The selection was conducted in accordance with Florida Statute 255.20 1(c)2. Pricing was received from AEC Electrical/Norlee Group and the quote was reviewed by our professional architect/engineer who determined the price to be fair and reasonable. In accordance with the provision of Florida Statute 287.055, AEC Electrical/Norlee Group was selected. Please see attached justification.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Construction of Ridgeview High School 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 AEC Electrical/Norlee Group for the total contract award of $1,639,000.00.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,

Lance Addison, Director of Facility Planning & Construction, (904) 336-6852, lance.addison@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Plan.

Review Comments

Attachments

- AIA Agreement-RHS C-52-2526 20260212.pdf
- PM Justification RHS C-52-2526 20260212.pdf

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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 5th day of March in the year 2026
(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)
AEC Electrical Contracting, LLC
4600 Touchton Rd, Bldg 200, Ste 100
Jacksonville, FL 32246

for the following Project:
(Name, location and detailed description)
Fire Alarm Repair/Replacement at
Ridgeview High School (C-52-25/26)
421 Jefferson Avenue
Orange Park, FL 32065

The Architect:
(Name, legal status, address and other information)
MSA Professional Services, 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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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.

[X] 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:

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(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:
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 July 17, 2026. The Work shall be finally completed no later than August 16, 2026.

§ 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 One Million, six hundred thirty-nine thousand Dollars & zero cents ($1,639,000.00), 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

§ 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 ($1,000.00) 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 dollars ($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: 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.

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 on the day selected by the Contractor and approved, 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.

§ 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.)

N/A %

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.)

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§ 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

[X] 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)

Robbie Bumpers, Project Manager
925 W. Center Street
Green Cove Springs, FL 32043
Tel: 904/336-6824
Elvin.bumpers@myoneclay.net

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information
Charles Carter, Senior Project Manager
AEC Electrical Contracting, LLC
4600 Touchton Rd, Bldg 200, Ste 100
Jacksonville, FL 32246
Tel: 904/766-6848
Email Address: charlesc@norleegroup.com

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§ 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**)

.3 Specifications (**Refer to attached Table of Contents**)

.4 Addenda, if any:

Number	**Date**
#1	12/09/2025

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.

	Shawn Bussey
OWNER *(Signature)*	**CONTRACTOR** *(Signature)*
Erin Skipper, Board Chair	Shawn Bussey, Vice President
(Printed name and title)	*(Printed name and title)*

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(3B9ADA39)

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HADDAD ENGINEERING, INC.
A DIVISION OF MSA

ADDENDUM NUMBER 01

DATE: Tuesday, December 9, 2025

PROJECT: Ridgeview High School – Fire Alarm Replacement

CCDS
PROJECT NO.: C-51-25/26

OWNER: Clay County District Schools
900 Walnut Street
Green Cove Springs, FL 32043
Phone: (904) 336-6500
Fax: (904) 336-6500

ENGINEER: Haddad Engineering, Inc., A Division of MSA
3030 Hartley Road, Suite 290
Jacksonville, FL 32257
Phone (904) 262-5066
Fax (904) 262-7139

TO: Will Mullinax, T&M Electric, will@tmelectricinc.com
Tyrone Hamelin, AEC Electrical, tyrone@aecelectrical.net
Charles Carter, AEC Electrical, charlesc@aecelectrical.net
Garrett Dion, SAFE, garrett.dion@gmail.com
Marc Guedj, SAFE, marc.guedj@safeinc.com
Bob Worth, SAFE, bworth@safeinc.com
Franklin Dziobit, SAFE, frank@safeinc.com
Joel Feagin, FTC, joelfeagin@gmail.com
Steve Metzger, FTC, steven.feagintotal@gmail.com
Dwight Williams, CFC, Dwight.cfc@att.net
Robbie Bumpers, CCDS, elvin.bumpers@myoneclay.net
James Krajewski, CCDS, james.krajewski@myonelcay.net

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- ✓ This Addendum forms a part of the Contract Documents and modifies the Contract Documents Issued November 5, 2025, with amendments and additions noted below.
- ✓ Acknowledge receipt of this Addendum in the Bid Form.
- ✓ This Addendum consists of (7) pages.

Drawings:

3030 Hartley Road ● Suite 290 ● Jacksonville, Florida 32257 ● Tel: 904/262-5066 ● www.haddadeng.com

See attached drawings sheets E1.1, E2.2 and E3.1.

Response to Questions:

1. Plans, specifications, and general notes for all five schools indicate that it is the intent to leave the existing fire alarm system fully functional until the new system is in place. Please confirm this intent.

Response: The existing system should remain in place until the new system is fully operational. Provide fire watch if fire alarm outage exceeds 4 hours.

2. Plans, specifications, and general notes for all five schools indicate that existing devices are to be temporarily relocated so that new devices can reutilize existing provisions while the existing system can remain online. Please confirm the intent to temporarily relocate existing fire alarm devices to allow for new devices in their place.

Response: Relocate old devices temporarily if required.

3. Confirm that as long as a Firewatch is in place, the existing fire alarm system can be taken off-line until the new system is online.

Response: Yes. Fire alarm system can be taken off-line if the contractor provided fire watch.

4. The school district fire official contact on the Fire watch procedures is mark.thomas@myoneclay.net. From our understanding, Mark Thomas is no longer with the school board. Please confirm or revise this contact.

Response: Point of contact for CCDS Office of Code Enforcement:
Robin Gann
(904) 336-0104
Robin.gann@myoneclay.net

5. Is there an approximate date for when the Notice To Proceed will be issued?

Response: Notice to proceed to be issued after contract award on January 8, 2026 and upon receipt of permit and recorded bonds.

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3030 Hartley Road ● Suite 290 ● Jacksonville, Florida 32257 ● Tel: 904/262-5066 ● www.haddadeng.com

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
Robert Alvero, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

MEMORANDUM FOR RECORD

THROUGH: Robbie Bumpers, Project Manager

DATE: January 12, 2026

SUBJECT: **Justification for Direct Negotiation** -

RHS Fire Alarm Replacement - Project Number C-52-25/26

This memo serves as justification for proceeding with the construction project known as "RHS Fire Alarm Replacement," project number C-52-25/26, based on direct negotiation.

The project was publicly advertised in accordance with the Clay County School Board Policy #6322 Construction Contracting and Bidding. The advertisement was published on the District's website from November 13, 2025 through December 3, 2025. Despite these efforts to solicit competitive bids, no bids were received by the bid opening deadline of December 10, 2025.

Since no bids were received, we reached out to one of our prequalified Electrical contracting firms, AEC Electrical (Norlee Group). We sent them the plans and specifications and requested a quote. The quote we received exceeded our original budget, which is $900,000.00. However, the quote was reviewed by our professional architect/engineer, Haddad Engineering, who determined that the pricing was fair and reasonable. We have additional funding available to support this project at the price identified on the quote received from AEC Electrical (Norlee Group).

DRAFT

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
Robert Alvero, District 2
Beth Clark, District 3
Michele Hanson, District 4
Ashley Gilhousen, District 5

We understand the importance of competitive bidding and have made every effort to encourage participation in this process. The public advertisement, as required by the Clay County School Board Policy #6322 Construction Contracting and Bidding, provided ample opportunity for all interested contractors to submit bids. While we originally received no bids, the fact that we were able to receive a quote from a prequalified firm, who's price went through an independent review from our architect/engineer, provides assurance that the price is reasonable and fair. In addition, we have funding available to increase the budget to support the project at this cost.

Given these circumstances, we believe that accepting the quote from AEC Electrical (Norlee Group) is in the best interest of the District. Delaying this project to re-advertise would likely result in increased costs due to potential market fluctuations and could negatively impact project timelines.

Please do not hesitate to contact me if you require any further information or clarification.

Sincerely,

Robbie Bumpers
Project Manager
Office: (904) 336-6824
Email: elvin.bumpers@myoneclay.net

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March 5, 2026 - Regular School Board Meeting

Title

C24 - Rideout Elementary School Fire Alarm Repair/Replacement Contract Award.

Description

This project is listed and approved on the Educational Facilities Plan (EFP). The project was competitively bid and advertised for three (3) consecutive weeks on the school district website. The bid opening was held on February 5, 2026 at 2:00 p.m. The project had two (2) bidders and all bidders met the bid requirements.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Construction of Rideout Elementary School 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 T&M Electric of Clay County, LLC the low bidder meeting specifications, in the base bid amount of $448,530.00.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,

Lance Addison, Director of Facility Planning & Construction, (904) 336-6852, lance.addison@myoneclay.net

Financial Impact

These funds are available and budgeted in the Educational Facilities Plan.

Review Comments

Attachments

- AIA Agreement-ROE C-76-2526- 20260212.pdf

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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 5th day of March in the year 2026
(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 Repair/Replacement at
RideOut Elementary School (C-76-25/26)
3065 Apalachicola Boulevard
Middleburg, FL 32068

The Architect:
(Name, legal status, address and other information)
MSA Professional Services,
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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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

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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.

[X] 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 ( ) calendar days from the date of commencement of the Work.

[X] 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 July 17, 2026. The Work shall be finally completed no later than August 16, 2026.

§ 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 Forty-Eight thousand, five hundred thirty & zero cents ($448,530.00), 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 ($1000.00) 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 dollars ($500) for each

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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.

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 on the day selected by the Contractor and approved, 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.

§ 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

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.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.)

N/A %

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.)

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§ 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

[X] 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)

Robbie Bumpers, Project Manager
925 W. Center Street
Green Cove Springs, FL 32043
Tel: 904/336-6824
Elvin.bumpers@myoneclay.net

§ 8.3 The Contractor's representative:
(Name, address, email address, and other information
Will Mullinax
T&M Electric of Clay County, LLC
200 College Drive
Orange Park, FL 32065
Tel: 904/272-0272
Email: will@tmelectric.com

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§ 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**)

.3 Specifications (**Refer to attached Table of Contents**)

.4 Addenda, if any:

Number	**Date**
#01R	01/29/2026

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.

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This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*	**CONTRACTOR** *(Signature)*
Erin Skipper, Board Chair	Eric Linton, President
(Printed name and title)	*(Printed name and title)*

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(3B9ADA39)

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E3.1 – FIRE ALARM DETAILS AND NOTES

E3.2 – FIRE ALARM RISER DIAGRAM

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FRONT-END SPECIFICATION

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SECTION 16130 - RACEWAYS AND BOXES

SECTION 16550 - EXTERIOR CIRCUITS PATHWAYS

SECTION 16710 - FIRE ALARM

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HADDAD ENGINEERING, INC.
A DIVISION OF MSA

ADDENDUM NUMBER 01R

DATE: January 29, 2026

PROJECT: RideOut Elementary School – Fire Alarm Repair/Replacement

CCDS
PROJECT NO.: C-76-25/26

OWNER: Clay County District Schools
900 Walnut Street
Green Cove Springs, FL 32043
Phone: (904) 336-6500

ENGINEER: Haddad Engineering, Inc., A Division of MSA
3030 Hartley Road, Suite 290
Jacksonville, FL 32257
Phone (904) 262-5066

TO: Namir Haddad, Haddad Eng-MSA, nhaddad@msa-ps.com
Robbie Bumpers, CCDS, elvin.bumpers@myoneclay.net
Kim DeBerry, Kim's Electric, kim.kimselectric@comcast.net
Will Mullinax, T&M Electric, will@tmelectricinc.com
James Krajewski, CCSB-Maint., james.krajewski@myoneclay.net
Horace C. Earls, CCSB, Horace.earls@myoneclay.net
Mike Jundt, CCSB, Michael.jundt@myoneclay.net
Garrett Dion, SAFE, garrett.dion@safeinc.com
Adam Tucker, CCSB, adam.tucker@myoneclay.net
Bob Worth, SAFE, bworth@safeinc.com

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- ✓ This Addendum forms a part of the Contract Documents and modifies the Contract Documents Issued January 8, 2026, with amendments and additions noted below.
- ✓ Acknowledge receipt of this Addendum in the Bid Form.
- ✓ This Addendum consists of (3) pages.

3030 Hartley Road • Suite 290 • Jacksonville, Florida 32257 • Tel: 904/262-5066

NOTES:

1. Coordinate with the insulation contractor during the summer. Fire alarm construction will not be permitted in section of the building while insulation installation underway.
2. Provide "J" hooks in ceiling space to support fire alarm cables. Support "J" hooks directly from building structure (Example: beam, joist, wall, etc.) Support from ceiling grid wire will not be acceptable.
3. Temporary construction office is not required.
4. Contract period is based on availability of fire alarm material. Contractor to submit request for contract extension for material delivery delays.
5. HVAC contractor to install duct detectors.
6. Base bid shall include allowance of $4,000.00 for training as shown on drawing E0.1.
7. No summer school.
8. Pull station covers (no horn) will be required in ESE classrooms and other common areas. Include in base bid a total of (10) pull station covers.
9. Two conduits are shown on drawings to connect fire alarm terminal box (FA1) with fire alarm panel in kitchen's manager office. It is the contractor option to provide (1) 2" conduit with 3 cell Maxell interduct for both fiber and copper cables.
10. Fire alarm fiber cable shall be multimode 6-strand.
11. Pre-bid mandatory meeting sign-in sheet attached.
12. CFM testing at AHU's will not be required. Provide duct detectors as shown on drawings.
13. Reuse existing conduits connecting portable classrooms to fire alarm distribution box. If reusing existing conduits is not feasible, provide 1 ½" conduit to loop portables (Portable to portable then to distribution box) to existing fire door distribution box.
14. Provide fire alarm microphone and cabinet on stage. Mount on south wall at 48" above floor. Provide wires in conduit to fire alarm panel.
15. Activation of fire alarm system shall shut down sound system in dining room. Provide required relay, wires and conduit.

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3030 Hartley Road • Suite 290 • Jacksonville, Florida 32257 • Tel: 904/262-5066

HADDAD ENGINEERING, INC.

Pre-Bid Sign-in Sheet

Project Name: RideOut ES-FA Repl (C-76-25/26) **Date:** January 29, 2026

Meeting Location: 3065 Apalachicola Blvd, Middleburg, FL 32068 **Time:** 9:00 A.M.

Name	Company	Telephone Number	Email Address	Initial if Present
Namir Haddad	Haddad Engineering - MSA	904/483-2888	nhaddad@msa-ps.com	NH
Robbie Bumpers	CCDS	904/336-6824	Elvin.bumpers@myoneclay.net	RB
Kim DeBerry	Kimkimselectric@comcast.net	904 545-8684	Kimselectric	
Will Mullinax	T&M Electric	904 272 0272	Will@tmelectricinc.com	
James Krajewski	CCSB Maintenance	904-591-9757	james.krajewski@myoneclay.net	
HORACE Chip EARLS	CCSB		HORACE.EARLS@MYONECLAY.COM	
Mike Judd	CCSB		Michael.Judd@myoneclay.com	
Garrett Dion	SAFE		garrett.dion@safeinc.com	
Adam Tucker	CCSB	904 591 6182	Adam.Tucker@MYONECLAY.NET	
Bob Worth	SAFE	904 669 9454	bworth@safeinc.com	

DRAFT

March 5, 2026 - Regular School Board Meeting

Title

C25 - Change Order #5 for Orange Park High School Gym/Locker Room Renovation.

Description

Change Orders are initiated by the Contractor, Architect/Engineer or Owner, and may increase or decrease the scope of the project as defined by the plans and specifications. Change Orders are reviewed by the Architect/Engineer and staff prior to submission to the School Board for approval. This change order is for additional days (115) only due to material delays.

Gap Analysis

N/A

Previous Outcomes

N/A

Expected Outcomes

Construction will proceed immediately translating to an on-time completion.

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 Change Order #5.

Contact

Bryce Ellis, Assistant Superintendent for Operations, (904) 336-6853, bryce.ellis@myoneclay.net,

Lance Addison, Director of Facility Planning & Construction, (904) 336-6852, Lance.Addison@myoneclay.net

Financial Impact

If approved this change order will not increase the contract amount. The substantial completion date will now be February 3, 2026. The final completion date is March 5, 2026. Architect fees will not increase as a result of this change order.

Review Comments

Attachments

CHO#5-OPH-C-33-2425 20260212.pdf

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SCHOOL BOARD OF CLAY COUNTY
CHANGE ORDER NO. 5

SDCC PROJECT NAME: Orange Park High School-Gym/Locker Room Renovations

SDCC PROJECT NO: C-33-24/25.

The Owner authorized the Contractor to make the following change(s) in the contract dated 03/06/2025.

ORIGINAL CONTRACT AMOUNT: $ 829,116.00
REVISED CONTRACT AMOUNT BY PREVIOUS CHANGE ORDER(S): $ 965,750.85

Change(s) and reason(s) for this Change Order: Delay due to the availability of construction materials.

Additional Time only is needed for this Change Order is 115 calendar days. Contract Substantial Completion date is 2/3/2026. Final Completion date is 03/05/2026.

For these changes: The current contract amount will remain the same.

CURRENT CONTRACT AMOUNT:	$ 965,750.85
ADDITION TO CONTRACT:	$ 0.00
DEDUCTION TO CONTRACT:	$ 0.00
REVISED CONTRACT AMOUNT:	$ 965,750.85

ARCHITECT/ENGINEER CERTIFICATION: In my considered professional opinion, as Project Architect/Engineer, the prices quoted in this Change Order are both fair and reasonable and in the proper ratio to the cost of the original work contract under benefit of competitive bidding.

Signature: _____ Date: 2/4/2026
Architect

By execution of this Change Order, the Contractor acknowledges that all issues related to compensation and time have been resolved and payment recited herein is full compensation for the work identified in this Change Order.

ACCEPTED: Signature: _____ Date: 2/4/26
Contractor

Signature: _____ Date: 2/5/26
SDCC Project Manager

APPROVED: Signature: _____ Date: _____
School Board Chairman

MIS15010
EFF 7/10/08

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