



School District of Clay County
Green Cove Springs, Florida

Teacher Inservice Center - Fleming Island High School
2233 Village Square Parkway
Hearings for Special Actions regarding Students - 4:00 p.m.
REGULAR MEETING - 7:00 p.m.

March 20, 2008 Regular Meeting

Invocation

Pledge of Allegiance

Call to Order

1. [Attendance](#)

Minutes: Present: Carol Vallencourt, District No. 1; Carol Studdard, District No. 2; Charles Van Zant, Jr., District No. 3; Wayne Bolla, District No. 4; and Lisa Graham, District No. 5. Superintendent David Owens was also present for the meeting.

**Consent Agenda
Superintendent**

2. [C-1 Minutes of student disciplinary hearings and regular meeting on February 21, 2008](#)

Attachment: [Feb2108.pdf](#)

Attachment: Feb2108Disc.pdf (Confidential Item)

School Board Attorney

3. [C-2 Settlement Agreement with Christina Maher as parent of Morgan Maher, a minor](#)

Deputy Superintendent

4. [C-3 Proposed Allocation Changes for 2007-2008](#)

Attachment: [Proposed Allocation Changes for 2007-2008 - 03-20-08.pdf](#)

5. [C-4 Proposed Allocation Changes for 2008-2009](#)

Attachment: [Proposed Allocation Changes for 2008-2009 - 03-20-08.pdf](#)

Human Resources

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

Attachment: [March 2008 Personnel Consent Agenda.pdf](#)

Instruction

7. [C-6 Consultant Services for Melissa Forney for writing training for first and second grade teachers at Fleming Island, Thunderbolt and R. M. Patterson Elementary Schools on April 16 and 17, 2008](#)

Attachment: [Forney, Melissa-Vita.pdf](#)

8. [C-7 Consultant services for Solutions, etc. for Freshman Transition Program training at Orange Park High School on June 7, 2008.](#)

Attachment: [Solutions, etc Contract.pdf](#)

9. [C-8 Handbook of Instructional Materials Procedures](#)

Attachment: [0308 HANDBOOK w proc changes for Board Backup.pdf](#)

10. [C-9 Student Travel](#)

Attachment: [BACKUP-MARCH, 2008.pdf](#)

Attachment: [BACKUP-MARCH, 2008-ADDITION.pdf](#)

11. [C-10 Quarterly Log of Student Travel](#)

Attachment: [Field Trip Log for Board Agenda \(3 Month Log\)-2008.pdf](#)

12. [C-11 Bannerman Learning Center Placements in Lieu of Expulsion and ESE Alternative School Update](#)

Attachment: [BLC placements mar 08.pdf](#)

13. [C-13 Co-Enrollee list for February 2008](#)

Attachment: [Co-Enrollee list for February 2008.pdf](#) (Confidential Item)

14. [C-14 Clay County ESE students to participate in Very Special Arts \(VSA\) on May 2, 2008. Clay County Fair Grounds, 8:30 - 12:00.](#)

15. [C-15 Advertise amendments to the 2008-2009 Elementary and Secondary Codes of Conduct](#)

Attachment: [Elementary Code redlined 2008-09.pdf](#)

Attachment: [Secondary Code redlined 2008-09.pdf](#)

Attachment: [Elementary Code final 2008-09.pdf](#)

Attachment: [Secondary Code final 2008-09.pdf](#)

Attachment: [Changes to code of conduct 09.pdf](#)

Business Affairs

16. [C-16 Budget Amendments for the Month of February, 2008](#)

Attachment: [impact stmt Feb 2008.pdf](#)

Attachment: [General Fund Revenue.xls](#)

Attachment: [General Fund Appropriations.xls](#)

Attachment: [Debt Service Funds.xls](#)

Attachment: [Capital Projects Funds.xls](#)

Attachment: [School Food Service Funds.xls](#)

Attachment: [Special Revenue - Other.xls](#)

Attachment: [Internal Service Funds.xls](#)

17. [C-17 Monthly Property Report - February, 2008 - Furniture/Equipment](#)

Attachment: [Furniture-Equipment Report-February, 08.pdf](#)

18. [C-18 Monthly Property Report - February, 2008 - AV Materials](#)

Attachment: [Audiovisual Report-February, 08.pdf](#)

19. [C-19 Monthly Property Report - February, 2008 - Software](#)

Attachment: [Software Report-January, 08.pdf](#)

20. [C-20 Monthly Property Report - February, 2008 - Vehicles](#)

Attachment: [Vehicles Report-February, 08.pdf](#)

21. [C-21 Deletion of Certain Items Report - March, 2008](#)

Attachment: [Monthly Deletion Report-March, 2008.pdf](#)

Attachment: [Monthly Deletion Report \(Attachments\)-March, 08.pdf](#)

22. [C-22 Write off NSF check at Clay High School](#)

23. [C-23 Monthly Financial Report for February, 2008](#)

Attachment: [MONTHLY FINANCIAL FEB, 2008.xls](#)

24. [C-24 Day Camp Proposal between Dye-Clay Family YMCA and Swimming Pen Elementary, Paterson Elementary, Montclair Elementary, Green Cove Junior High, and Argyle Elementary](#)

Attachment: [SPC20080310103010642.pdf](#)

Attachment: [PES20080310103018567.pdf](#)

Attachment: [MCE20080310103039792.pdf](#)

Attachment: [GCJH20080310103028262.pdf](#)

Attachment: [AES20080310103048109.pdf](#)

25. [C-25 Payroll Calendars for School Year 2008-2009](#)

Attachment: [payroll calendars20080310102945029.pdf](#)

26. [C-26 Bid Renewal March 2008](#)

27. [C-27 Bids to Be Awarded March 2008](#)

28. [C-29 Warrants and Vouchers for FEBRUARY, 2008](#)

Attachment: [WARRANTS AND VOUCHERS.xls](#)

29. [C-30 Agreement between School Board and TSA Consulting Group, Inc.](#)

Attachment: [03_20_08 TSA Consulting Group Agreement.pdf](#)

Attachment: [Exhibit B-C.pdf](#)

Support Services

30. [C-31 Clay County Utility Authority Close-Out Documents for Shadowlawn Elementary School](#)

Attachment: [CCUA Close-Out SLE.pdf](#)

31. [C-32 Pre-Qualification of Contractors](#)

Attachment: [PreQual of Contractors.pdf](#)

32. [C-33 Annual Certification of F.I.S.H.](#)

Attachment: [FISH Certification-2008.pdf](#)

33. [C-34 Preliminary \(Phase II\) Plans and Specifications for Elementary School Y](#)

34. [C-35 Deductive Change Order #1 \(Direct Purchasing\) for Elementary School Z](#)

Attachment: [CO 1 Elem Z.pdf](#)

35. [C-36 Change Order #2 for Elementary School Z](#)

Attachment: [CO 2 Elem Z.pdf](#)

36. [C-37 Change Order #3 for Permanent Classroom Replacement at Charles E. Bennett Elementary School \(Phase II\)](#)

Attachment: [CO 3 CEB Classroom.pdf](#)

Adoption of Consent Agenda

37. [Adoption of all remaining Consent Items](#)

Minutes: Consent Items C-12 and C-28 were moved to Discussion by Mr. Bolla.

Motions:

Approve the Consent Items as presented, with the exception of those moved to Discussion. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Lisa Graham

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Recognitions and Awards

38. [Recognize Clay County's and North Florida Regional Spelling Bee Winner, Nicolas de Leon, seventh grader, Green Cove Springs Junior High School](#)

Minutes: Nicolas de Leon will represent Northeast Florida in the national spelling bee in Washington D.C. in May. The School Board presented Nicolas with a personalized piece of luggage bearing the winning word at the regional level, "Pantomime."

Scheduled Citizen Requests

39. [Chance Craven introducing a nonprofit organization "itsChance" and relating afterschool clubs](#)

Minutes: Mr. Craven addressed the Board. The purpose of the *"itsChance"* organization is to encourage students to get involved in their communities and to educate them on the importance of volunteering. Mr. Craven was encouraged to contact Superintendent Owens to further discuss the program.

40. [Allison Arthurs, OPJH teacher, regarding Fine Arts at Orange Park Junior High School](#)

Minutes:

Ms. Arthurs addressed the Board concerning her position as a Chorus/Keyboard teacher at OPJH. Sharon Chapman, Assistant Superintendent for Instruction, responded to some of the issues addressed by Ms. Arthurs. The following students addressed the Board on Ms. Arthurs behalf: Stephanie Forehan (Members of the CHS Chorus performed a musical selection), Matt Reynolds, Faith Villarreal, Hannah Carroll, David Rowlinson (parent), Bridget Edwards (parent).

Ms. Villarreal presented the Board with a petition representing approximately 517 signatures in support of the music program.

Presenters

**Discussion Agenda
Superintendent**

41. [2008 Clay County Agricultural Fair Resolution](#)

Attachment: [FairResolution.pdf](#)

Motions:

Approve the Clay County Fair Resolution. - PASS

Vote Results

Motion: Charlie VanZant

Second: Lisa Graham

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Deputy Superintendent

42. [Public Hearing - CCSB Policy 6.01 Educational & Ancillary Facilities](#)

Attachment: [CCSB Policy 6.01 Educational & Ancillary Facilities - Public Hearing.pdf](#)

Minutes: The public hearing was held with no one present to speak to the item.

Motions:

Approve item as submitted. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Lisa Graham

Wayne Bolla	- Aye
Lisa Graham	- Aye
Carol Studdard	- Aye
Carol Vallencourt	- Aye
Charlie VanZant	- Aye

43. [Advertise Amendments to CCSB Policy 1.02 Organization of the District School System](#)

Attachment: [CCSB Policy 1.02 Organization of District School System.pdf](#)

Minutes: The proposed new policy language comes at the recommendation of the Public Records Consultant and pertains to the recording of the official board meeting minutes. All of the School Board Members felt it was important to continue to tape the meetings as part of the official record. Board Attorney Bruce Bickner will rewrite the policy language to clearly define this issue and the item will be brought back to the Board at the next meeting.

44. [Advertise Adoption of CCSB Policy 4.62 Selection of Names for Career Academies, Apprentices Programs & Career Education](#)

Attachment: [CCSB Policy 4.62 Selection of Names for Career Academies.pdf](#)

Minutes: The proposed new policy language would establish a procedure for naming Career Academies, and establish the degree of participation and contribution by the business as the primary consideration.

Motions:

Approve policy for advertising as submitted - PASS

Vote Results

Motion: Carol Vallencourt

Second: Lisa Graham

Wayne Bolla	- Nay
Lisa Graham	- Aye
Carol Studdard	- Aye
Carol Vallencourt	- Aye
Charlie VanZant	- Aye

45. [Advertise Adoption of CCSB Policy 6GX-10-7.04 Records & E-Mail Retention & Disposal](#)

Attachment: [CCSB Policy 7.04 Records & E-Mail Retention & Disposal.pdf](#)

Minutes: The proposed new policy language will establish and define guidelines for the uniform retention and destruction of district school records and e-mail.

Motions:

Approve Item for Advertising as submitted - PASS

Vote Results

Motion: Lisa Graham

Second: Carol Vallencourt

Wayne Bolla	- Aye
Lisa Graham	- Aye
Carol Studdard	- Aye
Carol Vallencourt	- Aye
Charlie VanZant	- Aye

Instruction

46. [C-12 \(Bolla\) 2008/09 Special Pupil Requests; 2008/09 Non-Resident Admissions Guidelines](#)

Attachment: [08-09 SPR MEMORANDUM.pdf](#)

Attachment: [08-09 SPR MEMORANDUM Attachments.pdf](#)

Minutes: Mr. Bolla pulled the item to express concern about the Board's exception made for students of non-resident business owners in Keystone Heights whose children are allowed to attend Clay County schools. Mr. Bolla does not feel the policy is fair to all Clay County business owners.

Motions:

Approve the 2008/09 Special Pupil Requests; 2008/09 Non-Resident Admissions Guidelines as submitted. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Charlie VanZant

Wayne Bolla	- Nay
Lisa Graham	- Aye
Carol Studdard	- Aye
Carol Vallencourt	- Aye
Charlie VanZant	- Aye

47. [Contract to open Vystar Credit Union at Fleming Island High School as part of the Academy of Business, Finance, and Technology](#)

Attachment: [Guidelines for Academy Naming Rights.pdf](#)

Attachment: [sample school district policies.pdf](#)

Attachment: [Vystar agreement.pdf](#)

Motions:

The Superintendent recommends approval. - PASS

Vote Results

Motion: Charlie VanZant
 Second: Lisa Graham
 Wayne Bolla - Aye
 Lisa Graham - Aye
 Carol Studdard - Aye
 Carol Vallencourt - Aye
 Charlie VanZant - Aye

Business Affairs

48. [C-28 \(Bolla\) Agreement between School Board and Sheriff’s Office for security services](#)
 Attachment: [03_20_08_Sheriff_Agreement.pdf](#)

Minutes: Mr. Bolla pulled the item for explanation. Mr. Owens briefly explained the terms of the agreement and the fee schedule.

Motions:

Approve contract to implement an Agreement between the Clay County School Board and the Clay County Sheriff’s Office. - PASS

Vote Results

Motion: Wayne Bolla
 Second: Charlie VanZant
 Wayne Bolla - Aye
 Lisa Graham - Aye
 Carol Studdard - Aye
 Carol Vallencourt - Aye
 Charlie VanZant - Aye

Support Services

49. [School Name for Elementary School "Z" \(OakLeaf West Area\)](#)

Minutes: Mr. Elliott introduced the item to initiate and define the process for selecting a school name. A list of possible names was provided. From that list, several School Board Members were in favor of the name Plantation Oaks Elementary. Staff will schedule the naming of this school for April, identifying Plantation Oaks Elementary as a Board consideration. Public input to the Board was solicited.

Presentations from the Audience

50. [Speakers](#)

Minutes:

The following speakers addressed the School Board:

- Laura Bradshaw-Cox regarding her employment at Doctors Inlet Elementary School.
- Jana Kinder regarding the issue of Evolution.
- Ken Carter on behalf of the CESPBA bargaining unit regarding payment for the MLK Holiday.
- Rich Grady, Executive Director of CESPBA, also regarding the MLK Holiday.

Superintendent Requests (There were none.)

School Board's Requests

51. [Update on Concurrency/Impact Fees](#)

Minutes: At Mr. Bolla's request, Mike Elliott, Assistant Superintendent for Support Services, reported that we are on schedule for the May 2008 implementation of School Concurrency. All Municipalities and the County have developed the comprehensive plan elements and are close to agreement on the Interlocal Agreement. The implementing Ordinances are in the final stage of review. The Educational Impact Fee was required to be re-analyzed after October 2007. A consultant has been engaged to update the Fee analysis. This item may be ready to bring before the Board in the next month or so.

52. [Proposed Physical Education Legislation](#)

Minutes:

At Mrs. Vallencourt's request, Mr. Owens commented briefly on proposed legislation that would require 225 minutes per week of physical education at the junior high level. This should not propose a problem for our 7th and 8th grades; however, there will be some problems to work out for 6th grade.

Adjournment

Superintendent Chair