



**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 15, 2012 Regular Meeting

Invocation

Pledge of Allegiance

Call to Order (7:00 p.m.)

1. Attendance

Minutes: Present: Janice Kerekes, District 1; Carol Studdard, District 2; Charles Van Zant, Jr., District 3; Frank Farrell, District 4 and Lisa Graham, District 5. Superintendent Ben Wortham was also present.

Consent Agenda

Superintendent

2. C-1 Minutes of Student Hearings and Regular Meeting on February 16, 2012

Attachment: MinsStuDispHrg-021612.pdf (Confidential Item)

Attachment: MinsRegMtg-021612.pdf

3. C-2 Clay County Agricultural Fair Resolution - 2012

Attachment: CCFairResolution-2012.pdf

School Board Attorney

4. C-3 Settlement of Personal Injury Claims of Brandon Beckworth

5. C-4 District Affiliation Agreement with Webster University

Attachment: WebsterUnivAgreement.pdf

Deputy Superintendent

6. C-5 Proposed Allocation Changes for 2011-2012

Attachment: Allocation Summary - Backup March 15, 2012.pdf

7. C-6 Proposed Calendars for 2012-2013

Attachment: [Calendar2 - Adult Education Student 2012-2013.pdf](#)
Attachment: [Calendar - Employee Work 2012-2013 Final.pdf](#)

8. ~~C-8 Safety and Education Articulation Agreement 2011-2012~~

Attachment: ~~[SafetyandEducArticAgreement 2011-2012.pdf](#)~~

Human Resources

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

Attachment: [Personnel Consent Agenda 03-15-12.pdf](#)

10. [C-10 Appointment of Clay County School Board's CCEA and CESPAs Bargaining Team Members for 2012-2013](#)

11. [C-11 Proclaim April 22-28, 2012, as Administrative Professionals Week, and Wednesday, April 25, 2012, as Administrative Professionals Day in Clay County](#)

Attachment: [Admin Prof Day 2012.pdf](#)

12. [C-12 Proclaim May 7-11, 2012, as Teacher Appreciation Week in Clay County, and Tuesday, May 8, 2012, as National Teacher Day](#)

Attachment: [Natl Teacher Day 2012.pdf](#)

Instruction

13. [C-13 Co-Enrollee list for February 2012](#)

Attachment: [Co-Enrollee list for February 2012.pdf](#) (Confidential Item)

14. [C-14 Contract with The Leadership and Learning Center for Leaders Development Leaders Seminar](#)

Attachment: [Client Contract 32411 JSM.pdf](#)

15. [C-15 Consultant Fee for Angela Schroden, Stephanie Harvey Consulting](#)

Attachment: [StephanieHarveyVita.pdf](#)

Attachment: [StephanieHarveyConsultantAgreementLetterOfIntent.pdf](#)

16. [C-16 Student Travel](#)

Attachment: [March, 2012.pdf](#)

17. [C-17 Quarterly Log of Student Travel](#)

Attachment: [BOARD BACKUP-QUARTERLY LOG JANUARY, 2012-MARCH, 2012.pdf](#)

18. [C-18 MAC contract with School Board of Seminole County for school year 2012-2013.](#)

Attachment: [Seminole County MAC contract 12 13.pdf](#)

19. [C-19 Bureau of Education and Research Agreement for Services](#)

Attachment: [Bureau of Education and Research agreement.pdf](#)

20. [C-20 Bannerman Learning Center Placements in Lieu of Expulsion and ESE Alternative School Update](#)

Attachment: [BLC placements.pdf](#)

Business Affairs

21. [C-21 Writeoff Non-Sufficient Funds Checks at Schools](#)

22. [C-22 Warrants and Vouchers for February, 2012](#)

Attachment: [Warrants & Vouchers, February, 2012.pdf](#)

23. [C-23 Bid to Be Awarded March 2012](#)

24. [C-24 Agreement between School Board and Sheriff's Office for Security Services](#)

Attachment: [3_15_2012 Sheriff Agreement.pdf](#)

25. [C-25 Monthly Property Report - February, 2012 - Furniture/Equipment](#)

Attachment: [Furniture-Equipment Report-February, 12.pdf](#)

26. [C-26 Monthly Property Report - February, 2012 - AV Materials](#)

Attachment: [Audiovisual Report-February, 12.pdf](#)

27. [C-27 Monthly Property Report - February, 2012 - Software](#)

Attachment: [Software Report-February, 12.pdf](#)

28. [C-28 Monthly Property Report - February, 2012 - Vehicles](#)

Attachment: [Vehicles Report-February, 12.pdf](#)

29. [C-29 Deletion of Certain Items Report - March, 2012](#)

Attachment: [Deletion Report-March, 12.pdf](#)

Attachment: [Deletion Report-\(Attachments\), March, 12.pdf](#)

30. [C-30 Payroll Calendars for School Year 2012-2013](#)

Attachment: [Calendar10-Month Employees 2012-2013.pdf](#)

Attachment: [Calendar11-Month Employees 2012-2013.pdf](#)

Attachment: [Calendar12-Month Employees 2012-2013.pdf](#)

Attachment: [Calendar Florida Youth Challenge Academy 2012-2013.pdf](#)

Attachment: [Calendar Substitute Teachers Part-Time Support and Temp. Adult Labor 2012-2013.pdf](#)

Attachment: [Calendars 9-Month Bus Drivers Employees 2012-2013.pdf](#)

Attachment: [Calendars 9-Month Employees 2012-2013.pdf](#)

31. [C-31 Budget Amendments for the Month of February, 2012](#)

Attachment: [AGENDA-impact stmt.pdf](#)
Attachment: [Feb. 2012 Budget Amendments.pdf](#)

Support Services

32. [C-32 Final Completion of Middleburg Elementary School Building 1 Remodel](#)

Attachment: [MBE Building 1 Remodel Final Completion.pdf](#)

33. [C-33 Charles E. Bennett Elementary School Re-Pipe Kitchen Water and Sewer Contract Award](#)

Attachment: [CEB Kitchen Repiping Final Bid Tab.pdf](#)

34. [C-34 Middleburg High School Re-Pipe Kitchen Water and Sewer Contract Award](#)

Attachment: [MBHS Kitchen Repiping Final Bid Tab.pdf](#)

35. [C-35 Pre-Qualification of Contractors](#)

Attachment: [contractor list, 3,15,12.pdf](#)

36. [C-36 Annual Florida Inventory of School Houses \(FISH\) Certification](#)

Attachment: [FISH Certification - 2012.pdf](#)

37. [C-37 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Green Cove Springs Junior High School Fire Alarm Replacement](#)

Adoption of Consent Agenda

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

Minutes: The minutes show Discussion item #43. Public Hearing - Amendments to School Board Policy 6GX-10-1.02 - The District School Board, was withdrawn from the agenda.

Motions:

Approve the Consent Items as presented, with the exception of C-7 which was moved to Discussion. - PASS

Vote Results

Motion: Janice Kerekes

Second: Lisa Graham

Frank Farrell - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Carol Studdard - Aye

Charles Van Zant, Jr. - Aye

Recognitions and Awards

39. E. William Nash, Jr., Community Partner of the Year Award - 2011 (YMCA)

Minutes: Chairman John Mahoney, Clay County YMCA Board, presented the Clay County School District the Community Partner of the Year Award - 2011, for their successful 28 year relationship with the YMCA. Other YMCA Board members present were: Dorothy Slama, Jarad Brown, Willie Dees, Ray Avery and Chris Chambless. Tony Knott and Wendell Davis were not present.

40. Proclaim April as "School Library Month"

Attachment: Proclamation.pdf

Minutes:

A brief history of "School Library" recognition was provided by Karen Robinson, Instructional Media Services Specialist. Mrs. Robinson also encouraged the Board to visit the school libraries.

Presenters (None)

Discussion Agenda

School Board Members

41. School Board Policy (J. Kerekes)

Minutes:

Mrs. Kerekes reviewed the language of School Board Policy 5.02 regarding travel expenses. Mr. Van Zant read a letter into the record. Mr. Pfenning spoke to this item. There was no action taken.

42. Facilities Use Agreement (C. Van Zant, Jr.)

Minutes:

Bruce Bickner, School Board Attorney, reviewed and clarified several points from the March 1, 2012 Board Workshop and provided proposals for changes to the current Facilities Use Agreement. A brief discussion followed. No action was taken.

School Board Attorney

43. ~~Public Hearing—Amendments to School Board Policy GGX 10 1.02—The District School Board~~

Attachment: ~~CCSBPolicy1.02Amendment(2).pdf~~

Minutes:

Deputy Superintendent

44. Proposed Staff Allocations for 2012-2013

Attachment: [2012-2013 Proposed Allocations \(2\).pdf](#)

Minutes: Denise Adams, Deputy Superintendent, commented on proposed allocations overall and explained some of the changes to allocations for 2012-2013. Discussion followed.

Motions:

Approve the allocation package as presented. - PASS

Vote Results

Motion: Frank Farrell

Second: Janice Kerekes

Frank Farrell - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Carol Studdard - Aye

Charles Van Zant, Jr. - Aye

45. [C-7 Proposed Fee Schedule \(Van Zant\)](#)

Attachment: [Fee Schedule revised.pdf](#)

Minutes: Denise Adams clarified for the Board, the changes to the proposed fee schedule. Stanley Pfenning spoke to this item.

Motions:

Approve the new fee schedule. - PASS

Vote Results

Motion: Charles Van Zant, Jr.

Second: Frank Farrell

Frank Farrell - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Carol Studdard - Aye

Charles Van Zant, Jr. - Aye

Human Resources

46. [Human Resources - Special Actions](#)

Minutes: There were none.

Business Affairs

47. [Monthly Financial Report for February, 2012](#)

- Attachment: [PAGE 1 MONTHLY FIN-Sum Cash.pdf](#)
- Attachment: [PAGE 2 MONTHLY FIN-GREV.pdf](#)
- Attachment: [PAGE 3 MONTHLY FIN-GREXP.pdf](#)
- Attachment: [PAGE 4 MONTHLY FIN-DSREVEXP.pdf](#)
- Attachment: [PAGE 5 MONTHLY FIN Capital Projects.pdf](#)
- Attachment: [PAGE 6 MONTHLY FIN Capital Projects By Project.pdf](#)
- Attachment: [PAGE 7 MONTHLY FIN-FOOD SERVICE.pdf](#)
- Attachment: [PAGE 8 MONTHLY FIN-SPREV42X.pdf](#)
- Attachment: [PAGE 9 MONTHLY FIN - ARRA-SPREV43X.pdf](#)
- Attachment: [PAGE 10 MONTHLY FIN-INSURANCE.pdf](#)

Minutes: Dr. George Copeland, Asst. Supt. for Business Affairs, gave a brief update on the overall financial standing and Mr. Jim Connell provided information on the current status of the Enhanced Classroom initiative.

Motions:

Approve Monthly Financial Report for February, 2012, as presented. - PASS

Vote Results

- Motion: Frank Farrell
- Second: Lisa Graham
- Frank Farrell - Aye
- Lisa Graham - Aye
- Janice Kerekes - Aye
- Carol Studdard - Aye
- Charles Van Zant, Jr. - Aye

48. Group Insurance Rates for Plan A and Plan B

Attachment: [2012-13 SDCC Insurance Committee 02 29 12 FINAL.pdf](#)

Minutes:

Charlene Calise, Diana Makarsky-Hixson, Steve Richards and Sheila Gann, on behalf of Randy Hall, spoke to this item.

Dr. Copeland commented on the insurance committee recommendation. Ann Gebhard, Aon Representative, was present and provided additional information on insurance trends and federal mandates.

Motions:

Approve the Committee's recommendations as presented. - PASS

Vote Results

- Motion: Lisa Graham
- Second: Janice Kerekes

Frank Farrell	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Carol Studdard	- Aye
Charles Van Zant, Jr.	- Aye

49. Review TRIM and Budget Calendars

Minutes:

Dr. George Copeland reviewed the TRIM and budget calendar guidelines, meeting dates and locations for 2012-2013, with the Board members. No action was taken.

50. Review 2010-2011 Fiscal Year Audit Conducted by Purvis, Gray & Company

Attachment: Audit Report of District School Board of Clay County.pdf

Minutes: Dr. Copeland reviewed the 2010-2011 Fiscal Year Audit and fielded questions from the Board.

Motions:

Approval of the audit report, as presented. - PASS

Vote Results

Motion: Frank Farrell

Second: Janice Kerekes

Frank Farrell	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Carol Studdard	- Aye
Charles Van Zant, Jr.	- Aye

Scheduled Citizen Requests

51. A More Open and Transparent Clay County School Board - Stanley Pfenning

Minutes: Stanley Pfenning spoke on his agenda item - "*A More Open and Transparent School Board*".

52. Relationship of Board to Citizens of Clay County - James Studdard

Minutes:

Speakers: Marjorie Caouette, Stacy Wall and Ben Owens

Mr. James Studdard spoke on his agenda item - Relationship of Board to Citizens of Clay County

The record shows that Lisa Graham, Board Member - District 5, left the meeting during the presentation.

Presentations from the Audience (None)

Superintendent Requests

53. Comments

Minutes:

Supt. Wortham reminded the Board that members of senior staff will be attending the Regional Legislative Review Workshop in Lake City on Tuesday, March 20, 2012. Also, the FRS 3% contribution has been ruled unconstitutional. Nothing has been changed in regard to reimbursement to employees.

Spring break is next week March 19th through March 23rd.

School Board's Requests

54. Comments

Minutes:

Frank Farrell announced that the Scholarship Committee of the Clay County Chamber of Commerce has awarded five-\$1000 and five-\$500 scholarships as follows: Fleming Island High - four-\$1000, Orange Park High - one-\$1000, Middleburg High - one-\$500, Ridgeview High - one-\$500, and Keystone Heights High - three-\$500.

Carol Studdard reminded the Board that Thursday, April 5th at 10:00 a.m. is the formal dedication of "Somers Park" in remembrance of Somers Thompson.

Attorney's Requests (None)

Adjournment (10:45 p.m.)

Superintendent

Chairman