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## School District of Clay County e-agenda



### School District of Clay County Green Cove Springs, Florida

Teacher Inservice Center - Fleming Island High School  
2233 Village Square Parkway  
Closed Hearings for Special Student Actions: 4:00 p.m.  
Regular Meeting: 7:00 p.m.

#### March 22, 2016 - Regular Meeting

**Invocation** (Johnna McKinnon)

#### **Pledge of Allegiance**

- [1. Musical Selections by GPE/OPE Chorus Students in recognition of "Music in our Schools" Month](#)

**Minutes:** Under the direction of Katy Polk, the Grove Park and Orange Park Elementary School Choruses highlighted the district's "Music in our Schools" month by performing two vocal selections.

#### **Call to Order**

- [2. Attendance](#)

#### **Minutes:**

Present: Janice Kerekes, District 1; Carol Studdard, District 2; Betsy Condon, District 3; Johnna McKinnon, District 4; Ashley Gilhousen, District 5; and Superintendent Charlie Van Zant.

#### **Consent Agenda**

##### **Superintendent**

- [3. C-1 Minutes of Student Hearings and Regular Meeting on February 23, 2016](#)

Attachment: [Minutes Reg Mtg 02-23-2016.pdf](#)  
Attachment: 2016 Feb 23 Disciplinary Minutes.pdf (Confidential Item)

- [4. C-2 Resolution #16-13, 2016 Clay County Agricultural Fair](#)

Attachment: [2016 Clay Co Fair RESOLUTION.pdf](#)

**Deputy Superintendent**

5. [C-3 2016-2017 Employee Calendar - revised](#)

Attachment: [Employee Work Calendar 2016-17.pdf](#)

6. [C-4 Summer School Calendar 2016 High School/Junior High and Grade 6](#)

Attachment: [Summer School Calendar 2016.pdf](#)

7. [C-5 Daily Hours for Teachers and Students for 2016-2017](#)

Attachment: [School - Daily Hours 2016-2017.pdf](#)

8. [C-6 Proposed Allocation Changes 2015-2016](#)

Attachment: [Allocation Summary - March 22, 2016.pdf](#)

**Information and Technology Services**

9. [C-7 E-Rate Contracts](#)

Attachment: [Contract Award with revisions A \(2\).pdf](#)

Attachment: [GCI Quote#24012690 01-W1 \(2\).pdf](#)

Attachment: [GCI Quote#24017326 01-W1 \(2\).pdf](#)

Attachment: [GCI Quote#24017330 01-W1.pdf](#)

Attachment: [GCI Quote#24026664 01-M1 \(2\).pdf](#)

Attachment: [GCI Quote#24027376 01-W1 \(2\).pdf](#)

Attachment: [GCI Quote#24029555 01-W1 \(2\).pdf](#)

**Human Resources**

10. [C-8 Personnel Consent Agenda](#)

Attachment: [Personnel Consent Agenda 3 22 2016.pdf](#)

11. [C-9 Administrative Salary Schedule Revision](#)

Attachment: [Admin Salary Schedule Revision.pdf](#)

12. [C-10 Proclaim April 24-30, 2016, as Administrative Professionals Week, and Wednesday, April 27, 2016, as](#)

[Administrative Professionals Day in Clay County](#)

[13. C-11 Proclaim May 2-6, 2016, as Teacher Appreciation Week in Clay County, and Tuesday, May 3, 2016, as Teacher Appreciation Day](#)

**Instruction**

[14. C-12 Approve Consultant Agreement with Learning Forward \(Federal Funds\)](#)

Attachment: [Learning Forward Consultant Agreement March Board meeting.pdf](#)

[15. C-13 Guidelines for 2016-17 Special Pupil Requests and Non-Resident Admissions](#)

Attachment: [March 2016 - 2016-17 SPR Memo.pdf](#)

[16. C-14 K-12 Academic Support Services - Student Travel](#)

Attachment: [March 2016 - Student Travel.pdf](#)

[17. C-15 Letter of Agreement with Health-Tech Consultants, LLC](#)

Attachment: [HTC 21st Century LOA with CCSD 2015-2016.pdf](#)

[18. C-16 Approval to Advertise for Public Hearing for Instructional Resource Adoptions](#)

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**Business Affairs**

[19. C-17 Budget Amendments for the Month of February 2016](#)

Attachment: [February 2016 Board Impact Stmt.pdf](#)

Attachment: [February 2016 Board BA.pdf](#)

[20. C-18 Request Approval of the 2016-2017 Payroll Calendars](#)

Attachment: [Payroll Calendars 2016-2017.pdf](#)

[21. C-19 Warrants and Vouchers for February 2016](#)

Attachment: [WARRANTS AND VOUCHERS FEB 2016.pdf](#)

[22. C-20 Monthly Property Report - February, 2016 - Furniture/Equipment](#)

Attachment: [Furniture-Equipment Report-](#)



[February, 2016.pdf](#)

[23. C-21 Monthly Property Report - February, 2016 - AV Materials](#)

Attachment: [Audiovisual Report-February, 2016.pdf](#)

[24. C-22 Monthly Property Report - February, 2016 - Software](#)

Attachment: [Software Report-February, 2016.pdf](#)

[25. C-23 Monthly Property Report - February, 2016 - Vehicles](#)

Attachment: [Vehicles Report-February, 2016.pdf](#)

[26. C-24 Deletion of Certain Items Report - March, 2016](#)

Attachment: [Deletion Report-March, 2016.pdf](#)

[27. C-25 Write-off Uncollectible Check at School](#)

[28. C-26 Bid to Be Awarded March 2016](#)

[29. C-27 Monthly Financial Report for February, 2016](#)

Attachment: [scan.pdf](#)

Attachment: [scan.pdf](#)

Attachment: [PAGE 6 MONTHLY FINANCIAL FOOD SERVICE FEB 2016.pdf](#)

**Support Services**

[30. C-28 Deductive Change Order #1 \(Direct Purchasing\) for Lakeside Elementary/Lakeside Junior High School Lightning Protection](#)

Attachment: [CO 1 LES.LSJH Lighting Protection.pdf](#)

[31. C-29 Keystone Heights Elementary School Window Replacement Buildings 3-8 Contract Award](#)

Attachment: [KHE Window Replacement Bldgs 3-8 Bid Tab.pdf](#)

[32. C-30 Pre-Qualification of Contractors](#)

Attachment: [Contractor List 3,22,16.pdf](#)

[33. C-31 Annual Florida Inventory of School Houses \(FISH\) Certification](#)

Attachment: [FISH Certification - 2016.pdf](#)

[34. C-32 Window Replacement/Insulation Upgrade - Administration Contract Award](#)

Attachment: [Contract Award Admin Window Replacement.pdf](#)

**Adoption of Consent Agenda**

[35. Adoption of Consent Agenda](#)

**Minutes:** Prior to adoption of the Consent Agenda, Mrs. Gilhousen read the School Board's Resolution #16-13 (Consent Item C-2) in support of the Clay County Agricultural Fair, March 31-April 9, 2016.

**Motions:**

Motion to approve the Consent Agenda. - PASS

**Vote Results**

Motion: Elizabeth Condon

Second: Ashley Gilhousen

Ashley Gilhousen - Aye

Elizabeth Condon - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

**Recognitions and Awards**

[36. Recognize Skylar McGlynn and Elise Cluever 2015-2016 Clay County Volunteers of the Year, and State winner Susie Pelphrey](#)

**Minutes:** Superintendent Van Zant recognized the Clay County Youth Volunteer of the Year winner, [Skylar McGlynn](#), a junior at Orange Park High School, serving 1,017 hours since 9th grade. [Elise Cluever](#) was honored as the Clay County Adult category winner who volunteers at Ridgeview Elementary. The State Director of Volunteer & Community Services, Janine Rogers, was in attendance and presented a plaque to [Susie Pelphry](#), state winner in the Senior category.

[37. Recognize Sarah Lawson, recipient of the Governor's Shine Award](#)

**Minutes:**

Superintendent Van Zant recognized Lake Asbury Elementary School Principal, Sarah Lawson, for receiving the Governor's Shine Award which recognizes educators and administrators in Florida who make significant contributions to the field of education. Mrs. Lawson was also nominated by the district as Clay County's 2016 Principal of the Year.

38. [Recognize David Bradley, recipient of the Governor's Excellence in Education Award](#)

**Minutes:** Mr. David Bradley, a Lakeside Junior High School teacher, was one of three Florida educators to be recognized with an Excellence in Education Award in honor of Black History Month by the Governor's office.

**Presenters**

39. [Career and Technical Education Presentation](#)

Attachment: [March 2016 Business Engagement.pdf](#)

**Minutes:** Chereese Stewart, Director of CTE, used a visual presentation to explain the 3 Pillar Model of the Ford NGL Program. She focused on the first strand, Transforming Business and Civic Engagement.

**Scheduled Citizen Requests (NONE)****Discussion Agenda****Superintendent**

40. [D-1 Superintendent's Update](#)

**Minutes:**

Speaker from the Audience: Keith Nichols - community gardens

Staff spoke briefly about a new opportunity. NMSI (National Math and Science Initiative) has joined with the school district to offer their services to the Advanced Placement program in place at all 7 of our high schools. NMSI will offer training to our teachers, support services for the teacher and students, and financial incentives for students, teachers, and the schools for reaching set goals.



Superintendent Van Zant also stated the St. Johns River State College will partner with Orange Park High School to offer a program that allows for a student to enter as a 9th grader and after their 4 years at the school exit with an Associate of Arts degree. The first meeting will be held on the campus of SJRSC on March 28th at 6:30 pm. There will be a formal presentation to the School Board in April.

## Human Resources

### 41. D-2 Human Resources - Special Action A

Attachment: Special Action A 3 22 2016.pdf (Confidential Item)

#### **Motions:**

Motion to approve. - PASS

#### **Vote Results**

Motion: Janice Kerekes

Second: Ashley Gilhousen

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

## Business Affairs

### 42. D-3 Award RFP #16-BA-121 for HMO, PPO, HSA/CDH Medical Programs, and Review and Approve 2016-2017 Employee Plan A Medical and Supplemental Benefits Insurance Plans

Attachment: [SBCC Board Mtg 3.22.2016final \(2\).pdf](#)

**Minutes:** Ann Gebhard from Aon Consulting, reviewed the 2016-2017 Benefit renewal recommendations. Three responses were received for the RFP and after review of proposals and presentations, the RFP Committee, as well as the Insurance Committee, recommended United Healthcare. The percent decrease from 2015-2016 will be 2.85% plus a one-time overall premium credit totaling \$1.9 million. Both Liz Crane and Betsy Condon, who served on the RFP Committee, spoke briefly about the recommendations and the Committee's work.

**Motions:**

Motion to approve -

**Vote Results**

Motion: Carol Studdard

Second: Janice Kerekes

**Motion Minutes:** Following discussion, the previous motion was withdrawn and restated as follows.

**Motions:**

Motion to approve the two recommended actions. - PASS

**Vote Results**

Motion: Carol Studdard

Second: Janice Kerekes

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

**Motion Minutes:****Recommended Actions**

- Award RFP #16-BA-121 for HMO, PPO, HSA/CDH Medical Programs to United Health Care and authorize Dr. Susan Legutko, Assistant Superintendent for Business Affairs, to finalize contract negotiations and execute the resulting agreement.
- Approve the Insurance Committee's recommendations for Plan A Medical, Medical Gap, Group Term Life & AD & D, Supplemental Life & AD & D, Short Term Disability, Dental, Vision, Accident and Injury Policy, Critical Illness, Whole Life, Flexible Spending Accounts, Health Savings Account and Plan B Coverage (employees with no Health Insurance) and the continuation of the Web Enrollment Program provided by Unifers.

**Presentations from the Audience**



43. [Speakers](#)

**Minutes:**

- Liz Crane - respect
- Laura Mayberry - teacher support
- Renna Lee Paiva - "Liars and Reality"

**Superintendent's Requests**

44. [Comments](#)

**Minutes:** Superintendent Van Zant made brief comments about our new relationship with United Health and wished all a Happy Easter.

**School Board's Requests**

45. [Comments](#)

**Minutes:** Board Members spoke briefly about various topics.

**Attorney's Requests**

46. [Comments](#)

**Minutes:** Mr. Sikes mentioned the need to schedule an Executive Session to discuss pending litigation. The Board will be contacted when more information is available.

**Adjournment** (8:26 p.m.)

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**Superintendent**

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**Chairman**