



School District of Clay County  
Green Cove Springs, Florida

Teacher Inservice Center - Fleming Island High School  
2233 Village Square Parkway  
JANUARY 18, 2007

Hearings for Special Actions regarding Students - 4:00 p.m.  
Regular Meeting - 7:00 p.m.

January 18, 2007 Regular Meeting

**Invocation**

**Pledge of Allegiance**

**Call to Order**

1. [Attendance](#)

**Minutes:** Present: Carol Vallencourt, District No. 1; Carol Studdard, District No. 2; Wayne Bolla, District No. 4; and Lisa Graham, District No. 5. Charles Van Zant, District No. 3, participated by telephone conference from Kuwait due to military deployment. Superintendent David Owens was also in attendance at the meeting.

**Consent Agenda**

**Superintendent**

2. [C-1 Minutes of student disciplinary hearings and regular meeting on December 14, 2006](#)

Attachment: [Dec1406Minutes.pdf](#)

Attachment: Dec1406.pdf (Confidential Item)

**Deputy Superintendent**

3. [C-2 Amendments to 2006-2007 Staff Allocations](#)

Attachment: [Staff Allocation Amendments - 2006-2007.pdf](#)

4. [C-3 Advertise Amendments to CCSB Policy 5.03 C, Property Record Accounting](#)

Attachment: [CCSB Policy 5.03 C - Advertising.pdf](#)

**Human Resources**

5. [C-4 Personnel Consent Agenda](#)

Attachment: [January2007PersonnelConsentAgenda.pdf](#)

6. [C-5 2006-2007 Salary Schedule Amendment](#)

Attachment: [SalaryAmendmentJanaury2007.pdf](#)

**Instruction**

7. [C-6 Career and Technical Education Week Proclamation](#)  
Attachment: [PROCLAMATION,CTE.pdf](#)
8. [C-7 2006 Audit of the Clay County Education Foundation, Inc.](#)  
Attachment: [2006FoundationAudit.pdf](#)
9. [C-8 Allow students to participate and provide busing for Special Olympics activities on February 23, 2007 from 10:00 to 12:00 at Orange Park High School.](#)
10. [C-9 Revised Maxim Staffing Solutions Contract.](#)  
Attachment: [MAXIM revised contract Jan 07 board.pdf](#)
11. [C-10 Co-Enrollee list for December 2006](#)  
Attachment: [Co-Enrollee list for December 2006.pdf \(Confidential Item\)](#)
12. [C-11 Professional Development Out of District - February 16-18, 2007 Conference Registration Fee](#)  
Attachment: [SchoolBoardAgenda12007.pdf](#)
13. [C-12 Amend the Master Inservice Plan - REESOL Component](#)  
Attachment: [reesol BUNDLE.pdf](#)
14. [C-13 Bannerman Learning Center Placement in Lieu of Expulsion and ESE Alternative School Update](#)  
Attachment: [BLC placements jan 07.pdf](#)
15. [C-14 2006 - 2007 Proclamation endorsing Student Services Week, February 5 - 9, 2007](#)  
Attachment: [Student Services Week.pdf](#)
16. [C-15 Contract between School Board of Clay County and Deputy Tim Bell to provide consequences of truancy information to parents after hours](#)  
Attachment: [Tim Bell.pdf](#)
17. [C-16 Student Travel](#)  
Attachment: [Student Travel-Board Backup-January 18, 2007.pdf](#)  
Attachment: [Student Travel-Bd. Backup-January 18, 2007.pdf](#)

#### **Business Affairs**

18. [C-17 Monthly Property Report - December, 2006 - Furniture/Equipment](#)  
Attachment: [Furniture-Equipment Report-December, 06.pdf](#)
19. [C-18 Monthly Property Report - December, 2006 - AV Materials](#)  
Attachment: [Audiovisual Report-December, 06.pdf](#)
20. [C-19 Monthly Property Report - December, 2006 - Software](#)  
Attachment: [Software Report-December, 06.pdf](#)
21. [C-20 Monthly Property Report - December, 2006 - Vehicles](#)  
Attachment: [Vehicles Report-December, 06.pdf](#)
22. [C-21 Deletion of Certain Items Report - January, 2007](#)  
Attachment: [Monthly Deletion Report-January, 07.pdf](#)  
Attachment: [Monthly Deletion Report \(Attachments\)-January, 07.pdf](#)
23. [C-22 Budget Amendments for the Month of December, 2006](#)  
Attachment: [DEC impact stmt.pdf](#)  
Attachment: [DEC Budget Amendment.pdf](#)
24. [C-23 Monthly Financial Report for December, 2006](#)  
Attachment: [MONTHLY FINANCIAL DEC,2006.xls](#)
25. [C-24 Warrants and Vouchers for DECEMBER, 2006](#)  
Attachment: [WARRANTS AND VOUCHERS.xls](#)

26. [C-25 Bid Renewals for January 2007](#)

Attachment: [Bid Renewals for January 2007.pdf](#)

27. [C-26 Contract - Agreement between School Board and Sheriff's Office](#)

Attachment: [Contract-CCSB & Sheriff's Office.pdf](#)

### **Support Services**

28. [C-27 Clay County Utility Authority Easement Agreement for Doctors Inlet Elementary Parking Improvements](#)

Attachment: [DES CCUA Agreement.pdf](#)

29. [C-28 Appoint Architect for High School "QQQ"](#)

Attachment: [High School QQQ Board Backup.pdf](#)

30. [C-29 Appoint County-Wide Engineer](#)

Attachment: [Engr Recommendation, CW 1,18,07.pdf](#)

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

Attachment: [Contractors 1,18,07.pdf](#)

32. [C-31 Deductive Change Order #9 \(Direct Purchasing\) for Coppergate Elementary](#)

Attachment: [Change Order 9, CGE.pdf](#)

33. [C-32 Deductive Change Order #1 \(Direct Purchasing\) for Charles E. Bennett Elementary Classroom Replacement](#)

Attachment: [Change Order 1, CEB.pdf](#)

34. [C-33 Change Order #10 for Coppergate Elementary](#)

Attachment: [Change Order 10, CGE.pdf](#)

35. [C-34 Change Order #2 for Charles E. Bennett Elementary Classroom Replacement](#)

Attachment: [Change Order 2, CEB.pdf](#)

### **Adoption of Consent Agenda**

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

**Minutes:** Consent Item C-35 was moved to the Discussion Agenda. No items were deleted.

### **Motions:**

Approve the Consent Items as presented, with the exception of those that have been deleted or moved to Discussion. - PASS

### **Vote Results**

Motion: Lisa Graham

Second: Carol Studdard

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt	- Aye
Charlie VanZant	- Aye

### **Recognitions and Awards**

37. [Recognize Orange Park High and Middleburg High as recipients of a grant check](#)

38. [Recognize Clay County Volunteers of the Year](#)

39. [Recognize Jim Harbin Media Festival Award Winners](#)

**Scheduled Citizen Requests** (There were none)

**Presenters** (There were none)

### **Discussion Agenda**

#### **Superintendent**

40. [Presentation on School Concurrency by Kimley-Horn & Associates, Inc., including recommendations on School Capacity Definition, Level of Service and Concurrency Services Areas](#)

Attachment: [ConcurrencyPowerpoint.pps](#)

Attachment: [ConcurrencyPowerpoint2.pps](#)

#### **Minutes:**

The following introductions were made from each of the groups that were present to hear the School Concurrency presentation by the consultants.

Board of County Commissioners: Chairman Harold Rutledge, Commissioners Chereese Stewart and Doug Conkey

City of Green Cove Springs: Mayor Debbie Ricks; City Manager Don Bowles; City Council Member Bob Page

Town of Orange Park: Town Manager John Bowles; OP Town Council Member Travis Cummings

Kimley-Horn Consultants David DeYoung and Jeanne Mills gave a detailed powerpoint presentation explaining the school concurrency process. They recommend Capacity be measured by the lesser of FISH or Cafeteria Core Capacity, with the maximum school enrollment by school level being established by School Board Policy. It was noted that School Concurrency helps to plan, but does not help to pay any construction costs.

John O'Conner, a citizen, addressed the Board concerning the effects of the Lake Asbury Master Plan currently under development, and Kimberly Farrell, also a citizen, addressed the Board about school capacity and design measurements.

Mr. Elliott reviewed the Initial Planning Timeframe: 2007-08 to 2011-2012. During this timeframe, six new schools are required. Schools that are over capacity, could be placed

on the Long Range Corrective Plan. Mr. Elliott also reviewed information relative to Level of Service issues.

### **Deputy Superintendent**

41. [Public Hearing to approve, as advertised, amendments to CCSB Policy 6.01, Educational and Ancillary Facilities](#)

Attachment: [CCSB Policy 6.01 - Public Hearing.pdf](#)

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

#### **Motions:**

Approve the amendments as advertised. - PASS

#### **Vote Results**

Motion: Carol Studdard

Second: Lisa Graham

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

### **Human Resources**

42. [Division of Human Resources - Special Actions - Item #1](#)

Attachment: January2007Discipline1.pdf (Confidential Item)

#### **Motions:**

Approve the employee disciplinary action (Item #1) as presented. - PASS

#### **Vote Results**

Motion: Lisa Graham

Second: Carol Studdard

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard	- Aye
Carol Vallencourt	- Aye
Charlie VanZant	- Aye

43. [Division of Human Resources - Special Actions - Item #2](#)  
Attachment: January2007Discipline2.pdf (Confidential Item)

**Motions:**

Approve the employee disciplinary action (Item #2) as presented. - PASS

**Vote Results**

Motion: Carol Studdard

Second: Charlie VanZant

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

44. [Division of Human Resources - Special Actions - Item #3](#)  
Attachment: January2007Discipline3.pdf (Confidential Item)

**Motions:**

Approve the employee disciplinary action (Item #3) as presented. - PASS

**Vote Results**

Motion: Lisa Graham

Second: Wayne Bolla

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

Charlie VanZant

- Aye

## **Business Affairs**

### 45. [Public Hearing to approve, as advertised, Amended Notice of Tax for School Capital Outlay for 2006-2007 School Year](#)

Attachment: [20070108132611338-2 mill capital outlay.pdf](#)

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

#### **Motions:**

The Superintendent recommends approval of the Amended Notice as advertised. - PASS

#### **Vote Results**

Motion: Lisa Graham

Second: Carol Studdard

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

## **Support Services**

### 46. [Final Plans and Specifications for Elementary School "Z"](#)

Attachment: [ElementaryZ.jpg](#)

Attachment: [ElementaryZPlot.jpg](#)

**Minutes:** These plans were developed for a school to be constructed in the Oakleaf area on the west side of Branen Field Road. However, based on recommendations discussed in the School Concurrency Plan, this school may be put on hold due to a new school more critically needed in the Lake Asbury area. The plans as approved by this action would be reserved for the Oakleaf school site at a future date. With the plans being an elementary prototype, the architect would need to make some site adjustments in order to use them on the Lake Asbury site.

#### **Motions:**

Approve the Final (Phase III) Plans and Specifications as presented. - PASS

**Vote Results**

Motion: Lisa Graham

Second: Charlie VanZant

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

47. [C-35 \(Bolla\) Quarterly Growth and Development Update Report](#)

Attachment: [Quarterly Growth&Dev 1,18,07.pdf](#)

Attachment: [BollaGrowthPresentation.ppt](#)

**Minutes:**

Mr. Bolla pulled this item to make a presentation of figures that he believes reflect a comparison of money generated by the impact fees and the actual impact costs of the growth on the school district. Mr. Elliott explained why Mr. Bolla's calculations cannot be used to accurately reflect a comparison for a breakeven point. There are other state revenues that help to pick up costs that he had not factored into his figures. Following lengthy discussion, Mr. Van Zant asked that the Board Chair call for the question.

*Motion was made by Mrs. Studdard, seconded by Ms. Graham, to call for the question.*

Voting Aye: Vallencourt, Studdard, Van Zant, Graham

Voting Nay: Bolla

The motion passed 4-1, with Mr. Bolla dissenting, to call for the question.

**Motions:**

Receive the report. - PASS

**Vote Results**

Motion: Carol Studdard

Second: Lisa Graham

Wayne Bolla	- Aye
Lisa Graham	- Aye



Carol Studdard	- Aye
Carol Vallencourt	- Aye
Charlie VanZant	- Aye

### **Presentations from the Audience**

#### 48. [Kerry Flanagan](#)

**Minutes:** Mr. Flanagan voiced his concern to the Board regarding the need for a junior high for the students in Keystone Heights.

### **Superintendent Requests**

#### 49. [Workshop - February 1, 2007](#)

**Minutes:** A workshop was scheduled for February 1, 2007 at 4:00 p.m. in the TTC for the purpose of further discussion on growth and planning issues, as well as approval of out-of-field teacher appointments.

#### 50. [Moratorium on Residential Re-Zonings](#)

**Minutes:** Following brief discussion, consensus of the Board was to officially request the Board of County Commissioners consider emplacing a moratorium on Residential Re-Zonings and Comprehensive Plan Amendments. This moratorium is recommended to be in place until School Concurrency is adopted, or May 2008, whichever comes first.

### **School Board's Requests**

#### 51. [BCC Planning Commission](#)

**Minutes:** It was noted that school board staff should be more specific regarding the impact on schools for re-zoning requests that come before the Planning & Zoning Commission. The School Board will discuss the development of a resolution to the Board of County Commissioners requesting a voting member to represent the School Board on the Planning & Zoning Commission at the workshop scheduled for February 1, 2007.

#### 52. [2007-08 School Calendar](#)

**Minutes:** Because of some controversy at the state level about whether there should be uniformity among all Florida districts for the ending date of the first semester of the school year, next year's school calendar has not yet been approved. Most likely, either the originally drafted calendar or an alternate calendar will be brought to the board for approval at the February regular meeting. Neither the first nor the last day of the school year will be affected by this decision, nor any of the regularly scheduled holidays.

### **Adjournment**

#### 53. [The meeting adjourned at 10:50 p.m.](#)

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**Superintendent**

**Chair**