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

**Teacher Inservice Center - Fleming Island High School
2233 Village Square Parkway
TIME: 7:00 p.m.**

December 16, 2014 - Regular Meeting

Invocation (Mrs. Condon)

Pledge of Allegiance

Call to Order

1. [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

2. [C-1 Minutes of Student Hearings, Organization Meeting and Regular Meeting on November 18, 2014](#)

Attachment: [11-18-14 Organization Meeting.pdf](#)

Attachment: [Regular Meeting 11-18-14.pdf](#)

Attachment: Disciplinary Minutes-2014 Nov 18.pdf (Confidential Item)

3. [C-2 Reschedule Regular March School Board meeting from March 19, 2015, to Tuesday, March 24, 2015](#)

School Board Members

4. [C-3 Approve settlement of personal injury claims of Miranda Eddy](#)

5. [C-4 Approve settlement of personal injury claims of John Parrish](#)

6. [C-5 Approve settlement of contract dispute with Mobile Fixture and Equipment Company](#)

Deputy Superintendent

7. [C-6 2015-2016 Calendars](#)

Attachment: [Summer School Calendar 2015 High School -Junior High & Grade 6.pdf](#)

Attachment: [ESE Extended School Year 2015.pdf](#)

Attachment: [Summer Reading Camp 2015.pdf](#)

Attachment: [Voluntary Pre-K \(VPK\) Summer Program 2015.pdf](#)

Attachment: [Florida Youth Challenge Academy Student-Employee Work Calendar 2015-2016.pdf](#)

Attachment: [Calendar - Student 2015-2016.pdf](#)

Human Resources

8. [C-9 Affiliation Agreement between the School District of Clay County and Gwynedd Mercy University](#)

Attachment: [Affiliation Agreement with Gwynedd Mercy University 12 16 14.pdf](#)

9. [C-11 Revise Section I, Table VII, Cafeteria Manager Substitute \(2014-2015\) Salary Schedule](#)

Attachment: [Revision Section I Table VII Cafe Manager 12 16 14.pdf](#)

10. [C-12 Revise Section IV Miscellaneous \(Substitutes-Minimum Wage Increase\) 2013-2014 Salary Schedule](#)

Attachment: [Revision Section IV Minimum Wage 1 1 15 Misc Sub.pdf](#)

Instruction

11. [C-13 Student Travel](#)

Attachment: [Dec 2014 - Student Travel.pdf](#)

12. [C-14 Clay County Honor Band Concert Consultant Services Agreement - Cynthia Berry](#)

Attachment: [Berry Agreement.pdf](#)

13. [C-15 Clay County Honor Band Concert Consultant Services Agreement - Kelly Dorsey](#)

Attachment: [Dorsey Agreement.pdf](#)

14. [C-16 Approve Letter of Intent - BEYOND Technology Education, Inc.](#)

Attachment: [BEYOND Tech Consultant Agreement.pdf](#)

15. C-17 Approval of the School Improvement Plans (SIP) 2014-15

Attachment: [To review SIP 2014.pdf](#)

16. C-18 Request approval for purchase order to contract "The DBQ (Document Based Questions) Project" for training - 1 day.

Attachment: [The DBQ Project 1 6 15 Title I.pdf](#)

17. C-19 School Board Resolution Regarding School Grades - Informational Only

Attachment: [School Board of Clay County Resolution - 11-18-14.pdf](#)

18. C-20 Overnight/Out of State Travel

Attachment: [FFA Mid Winter Conference.pdf](#)
Attachment: [Academies of Nashville Study Visit March 2015.pdf](#)

19. C-21 Out of State/Overnight Travel-FOR INFORMATION ONLY

Attachment: [FFA Middle School Chapter Mtg.pdf](#)
Attachment: [Embroidery Training CHS.pdf](#)

20. C-22 Request to contract Dr's Choice 1st as a vendor for all the fingerprinting of HOSA students

21. C-23 Request approval for purchase order to contract Technology Educators for a one day training

Attachment: [Technology Educators Workshop Jan.6, 2015.pdf](#)

22. C-24 Permission to travel out of state.

Business Affairs

23. C-25 Clay County Education Foundation Audit for Fiscal Year Ended June 30, 2014

Attachment: [CCEF 2014 Signed Audit Report.pdf](#)

24. C-26 Monthly Property Report - November, 2014 - Furniture/Equipment

Attachment: [Furniture-Equipment Report-November, 14.pdf](#)

25. C-27 Monthly Property Report - November, 2014 - AV Materials

Attachment: [Audiovisual Report-November, 14.pdf](#)

26. [C-28 Monthly Property Report - November, 2014 - Software](#)

Attachment: [Software Report-November, 14.pdf](#)

27. [C-29 Monthly Property Report - November, 2014 - Vehicles](#)

Attachment: [Vehicles Report-November, 14.pdf](#)

28. [C-30 Deletion of Certain Items Report - December, 2014](#)

Attachment: [Deletion Report-December, 14.pdf](#)

29. [C-31 Warrants and Voucher for November 2014](#)

Attachment: [WARRANTS AND VOUCHERS 2014 NOV.pdf](#)

30. [C-32 Budget Amendments for the Month of November, 2014](#)

Attachment: [budget cover sheet\(impact stmt\).pdf](#)

Attachment: [budget amendments Nov 2014.pdf](#)

31. [C-33 Writeoff Non-sufficient Checks at School](#)

Support Services

32. [C-34 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for W. E. Cherry Elementary School Repipe Kitchen](#)

33. [C-35 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Ridgeview High School Roof Replacement and Gutter Repair Building 6](#)

34. [C-36 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications Lake Asbury Elementary School Fire Alarm Replacement](#)

35. [C-37 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Charles E. Bennett Elementary School Roof Replacement Building 9](#)

36. [C-38 Pre-Qualification of Contractors](#)

Attachment: [Contractor List 12,16,14.pdf](#)

37. [C-39 OPFL, LLC Drainage Easement for Orange Park Junior High School](#)

Attachment: [OPFL -EASEMENT-OPJ.pdf](#)

[38. C-40 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Orange Park High School Roof Replacement Buildings 19, 20, 21, 22 & 27](#)

[39. C-41 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Keystone Heights High School Roof Replacement Building 20](#)

[40. C-42 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Keystone Heights High School CNA Classroom Renovation Building 1](#)

[41. C-43 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Keystone Heights High School HVAC Replacement Building 1](#)

[42. C-44 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Keystone Heights High School Lightning Protection System](#)

[43. C-45 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Keystone Heights Elementary School Remodel Building 4](#)

[44. C-46 Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Keystone Heights Elementary School Gymnasium Renovation](#)

Adoption of Consent Agenda

[45. Adoption of Consent Agenda](#)

Motions:

Motion to approve the Consent Agenda - PASS with the exception of Items C-7, C-8, and C-10 that were pulled to Discussion.

Vote Results

Motion: Janice Kerekes

Second: Carol Studdard

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

Recognitions and Awards (None)

Presenters (None)

Scheduled Citizen Requests

46. [Dana West - School Nurse Pay Scale](#)

Attachment: [12-16-14 Beyond Boo Boos and Band-Aids4.pdf](#)

Minutes: Mrs. West made an appeal on behalf of Licensed Registered Nurses for "fair and professional pay" increases. She shared information using the attached PowerPoint presentation. Speakers from the Audience: Brandi Foster, Alicia Prentice, Linda Turner

47. [Teresa Cluff - Substitute Teachers](#)

Minutes: Mrs. Cluff shared her disappointment with Kelly Services and the limited number of days she has been called to work since substitutes were outsourced.

Discussion Agenda

Superintendent

48. [D-9 Consider adopting a resolution authorizing the sale of Certificates of Participation \(COP\), Series 2014, in a principal amount of not exceeding \\$17,750,000, for the purpose of refunding all or a portion of the COP, Series 2004 & Series 2005A .](#)

Minutes: Dr. George Copeland, Assistant Superintendent for Business Affairs, explained the advantages of adopting this Resolution. Savings to the debt service in District Capital Outlay would be considerable.

Motions:

Adopt the Resolution. - PASS

Vote Results

Motion: Carol Studdard

Second: Janice Kerekes

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

49. D-10 Recess the Regular Meeting and convene a meeting of the Board of Directors of the Clay School Board Leasing Corporation

Minutes:

The Regular meeting was recessed and the meeting of the Board of Directors of the Clay School Board Leasing Corporation was convened.

50. D-11 Consider adopting a resolution authorizing the sale of Certificates of Participation (COP), Series 2014, in a principal amount of not exceeding \$17,750,000, for the purpose of refunding all or a portion of the COP, Series 2004 & Series 2005A.

Minutes: Dr. Copeland again restated the benefits of adopting this Resolution. Financial Advisors Jerry Ford and Mark Raymond were present, and the official transaction documents were signed following the Board's approval.

Motions:

Approve the Resolution - PASS

Vote Results

Motion: Carol Studdard

Second: Elizabeth Condon

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

51. D-12 Adjourn the special meeting of the Board of Directors of the Clay School Board Leasing Corporation and reconvene the Regular Meeting

Minutes: The special meeting of the Board of Directors of the Clay School Board Leasing Corporation was adjourned and the Regular meeting was reconvened.

52. D-1 Superintendent's Update

Minutes:

Diane, Kornegay, Assistant Superintendent for Instruction, shared information on Clay's recent VAM (Value Added Model) scores. The scores show that Clay County rank 8th in the state. VAM is a complex formula used to measure student growth.

Superintendent Van Zant reported briefly on the Clay Legislative Delegation Meeting held earlier in the day.

School Board Members

53. D-2 Approve advertising of amendments to School Board Policy 6GX-10-1.02, The District School Board (Mrs. McKinnon)

Attachment: [^1.02 The District School Board FINAL 12-8-14 changes.pdf](#)

Minutes: Following a motion to approve by Mrs. Condon and a second by Mrs. Gilhousen, there was Board discussion about the content of scheduled citizens' speeches.

Motions:

Amend the main motion to retain the following language in section E.9.b.(1): *Requests made pursuant to this section shall be limited to topics which are directly related to achieving the educational goals of the School District of Clay County and are of general interest to the education community.* - PASS

Vote Results

Motion: Elizabeth Condon

Second: Ashley Gilhousen

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

Motions:

Motion to approve the main motion with the noted change. - PASS

Vote Results

Motion: Elizabeth Condon

Second: Ashley Gilhousen

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

54. D-3 Public Hearing to approve as advertised amendments to School Board Policy 6GX-10-1.03, The Superintendent of Schools (Mrs. McKinnon)

Attachment: [^1.03 D Appointment of Superintendent.pdf](#)

Attachment: [@1.03C Salary of Supt.pdf](#)

Minutes: Chairman McKinnon opened the public hearing. No one was present to address the amendments so the public hearing was closed.

Motions:

Motion to approve. - PASS

Vote Results

Motion: Ashley Gilhousen

Second: Elizabeth Condon

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Nay

Johnna McKinnon - Aye

Carol Studdard - Nay

Deputy Superintendent

55. C-7 Proposed Allocation Changes for 2014-2015 (Pulled by Mrs. Kerekes)

Attachment: [Allocation Summary - December 16, 2014.pdf](#)

Minutes: Mrs. Kerekes opposed the addition of the position for Coordinator of Communications.

Motions:

Motion to approve. - PASS

Vote Results

Motion:

Second:

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Nay

Johnna McKinnon - Aye

Carol Studdard - Nay

Human Resources

56. C-8 Personnel Consent Agenda (Pulled by Mrs. Kerekes)

Attachment: [12-16-14 Personnel Consent Agenda.pdf](#)

Minutes: Following a motion to approve by Mrs. Condon and second by Mrs. Gilhousen, Board discussion ensued pertaining to the Chief Financial Officer job description. Due to the critical role of this position consensus was to not downgrade the position but to keep the job description that is currently in place for Assistant Superintendent of Business Affairs.

Motions:

Motion to amend the main motion and delete the Chief Financial Officer job description from the Personnel Consent Agenda. - PASS

Vote Results

Motion: Janice Kerekes

Second: Carol Studdard

Elizabeth Condon - Nay

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

Motions:

Motion to approve the main motion with the noted change. - PASS

Vote Results

Motion: Elizabeth Condon

Second: Ashley Gilhousen

Elizabeth Condon - Nay

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

57. C-10 Revise Section I, Table I, Title of Position for Administrative/Management and Supervisory Personnel Salary Schedule (2014-2015) (Pulled by Mrs. Kerekes)

Attachment: [Revision of Table I Admin Management Salary Schedule 12 16 14.pdf](#)

Minutes: Mrs. Kerekes stated that she was not in favor of adding the Coordinator of Communications position. Board discussion followed.

Motions:

Motion to approve. - PASS

Vote Results

Motion: Ashley Gilhousen

Second: Elizabeth Condon

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Nay

Johnna McKinnon - Aye

Carol Studdard - Nay

58. D-4 Human Resources Special Actions

Attachment: HR Special Action A 12 16 14.pdf (Confidential Item)

Motions:

Motion to approve. - PASS

Vote Results

- Motion: Carol Studdard
- Second: Janice Kerekes
- Elizabeth Condon - Aye
- Ashley Gilhousen - Aye
- Janice Kerekes - Aye
- Johnna McKinnon - Aye
- Carol Studdard - Aye

59. D-5 Public Hearing to approve as advertised amendments to School Board Policy 6GX-10-2.03, Human Resources, Position Availability

Attachment: [^2.03 Position Availability .pdf](#)

Minutes: The public hearing was opened by the Chairman. Being no one present to speak, the public hearing was closed. Board discussion ensued.

Motions:

Motion to approve. - PASS

Vote Results

- Motion: Elizabeth Condon
- Second: Ashley Gilhousen
- Elizabeth Condon - Aye
- Ashley Gilhousen - Aye
- Janice Kerekes - Nay
- Johnna McKinnon - Aye
- Carol Studdard - Aye

Instruction

60. D-6 Public Hearing on Charter School Agreement with Florida Charter Education Foundation, Inc. d.b.a. Clay Charter Academy

Attachment: [Contract.pdf](#)

Minutes: The public hearing was opened. There were no speakers to this item and the public hearing was closed.

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

61. D-7 Public Hearing to approve as advertised amendments to School Board Policy 6GX-10-5.02A, Business Affairs, Purchasing

Attachment: [^5.02 A Bus Affairs, Purchasing.pdf](#)

Minutes: The public hearing was opened by Chairman McKinnon. Being no one present to speak to the item, the public hearing was closed.

Motions:

Motion to approve - PASS

Vote Results

Motion: Elizabeth Condon

Second: Ashley Gilhousen

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Nay

Johnna McKinnon - Aye

Carol Studdard - Nay

62. D-8 Public Hearing to Approve, as advertised, Amended Notice of Tax for School Capital Outlay for 2014/15 School Year

Attachment: [Amended Notice of Tax 2014.pdf](#)

Minutes: The public hearing was opened. Being no forthcoming speakers on this item, the public hearing was closed.

Motions:

Motion to approve - PASS

Vote Results

Motion: Carol Studdard
Second: Janice Kerekes
Elizabeth Condon - Aye
Ashley Gilhousen - Aye
Janice Kerekes - Aye
Johnna McKinnon - Aye
Carol Studdard - Aye

63. [D-13 Monthly Financial Report for November, 2014](#)

- Attachment: [PAGE 1 MONTHLY FIN-Sum CashNov 2014.pdf](#)
- Attachment: [PAGE 2 MONTHLY FIN GREV Nov 2014.pdf](#)
- Attachment: [PAGE 3 MONTHLY FIN GREXP Nov 2014.pdf](#)
- Attachment: [PAGE 4 MONTHLY FIN DSREVEXP Nov 2014.pdf](#)
- Attachment: [PAGE 5 Capital Projects Nov, 2014.pdf](#)
- Attachment: [Page 6 Capital Projects By Project Nov 2014.pdf](#)
- Attachment: [PAGE 7 MONTHLY FIN FOOD SERVICE Nov, 2014.pdf](#)
- Attachment: [PAGE 8 MONTHLY FIN SPREV42X Nov, 2014.pdf](#)
- Attachment: [PAGE 9 MONTHLY FIN ARRA-SPREV43X Nov, 2014.pdf](#)
- Attachment: [PAGE 10 MONTHLY FIN INSURANCE Nov, 2014.pdf](#)

Minutes: Dr. Copeland stated that he expects to receive the 3rd calculation by Friday. He expressed concern that the property tax collections may not be enough to fund the FEFP. The district continues to work towards a 3% fund balance.

Motions:

Motion to approve - PASS

Vote Results

Motion: Ashley Gilhousen
Second: Carol Studdard

Elizabeth Condon - Aye
Ashley Gilhousen - Aye
Janice Kerekes - Aye
Johnna McKinnon - Aye
Carol Studdard - Aye

Presentations from the Audience (None)

Superintendent's Requests

64. [Comments](#)

Minutes:

Superintendent Van Zant thanked employees for their hard work and the exciting things that are being accomplished in the school district. He wished everyone a very Merry Christmas.

School Board's Requests

65. [Comments](#)

Minutes: Board members made positive comments about various school events they have attended since the last board meeting. Mrs. McKinnon agreed to replace Mrs. Kerekes as the FSBA Legislative Liaison. Mrs. Kerekes will serve as the alternate. Board members wished everyone safe and happy holidays.

Attorney's Requests

66. [Comments](#)

Minutes: Mr. Dan Sikes spoke briefly about statistics he learned on teen texting and driving at a recent safety meeting. He wished everyone happy holidays and cautioned about being safe on the roadways.

Adjournment (9:35 p.m.)

Superintendent

Chairman