



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.

May 15, 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 April 17, 2008](#)

Attachment: [Apr1708.pdf](#)

Attachment: Apr1708Disc.pdf (Confidential Item)

Deputy Superintendent

3. [C-3 Daily Hours for Teachers and Student - 2008-2009](#)

Attachment: [Daily Hours for Teachers and Students - 2008-2009.pdf](#)

4. [C-4 Amendment to Student Calendar for 2008-2009](#)

Attachment: [Student Calendar for 2008-2009.pdf](#)

5. [C-6 Advertise Amendments to CCSB Policy 6GX-10-5.08 Food and Nutrition Services](#)

Attachment: [CCSB Policy 5.08 Food-Nutrition Services - Approve to Advertise 05-15-08.pdf](#)

Human Resources

6. [C-7 Personnel Consent Agenda](#)

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

7. [C-8 Substitute Teacher Handbook](#)

Attachment: [Substitute Teacher Handbook.pdf](#)

8. [C-9 Renewal of List of Physicians and Medical Facilities authorized to conduct physical examinations and drug tests required for certain groups of employees](#)

Attachment: [physicians quotes for 08-09.pdf](#)

Instruction

9. [C-10 Title I Supplemental Educational Services Contract](#)

Attachment: [SES 08-09 contract final-with changes.pdf](#)

10. [C-11 Co-Enrollee list for April 2008](#)

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

11. [C-12 Overnight Student Travel](#)

Attachment: [BOARD BACKUP-MAY 15, 2008.pdf](#)

12. ~~C-13 Bannerman Learning Center Placements in Lieu of Expulsion and ESE Alternative School Update~~

13. [C-14 2008-2009 Safe & Civil Schools Contract regarding "Foundations"](#)

Attachment: [Safe & Civil Schools.pdf](#)

14. [C-15 Contract between the School Board of Clay County and Melissa Whitaker, Student Services Aide with Project R.E.A.C.H. pending approval of the Education for Homeless Children and Youth Program Grant for 2008-2009](#)

Attachment: [Whitaker M \(3\).pdf](#)

15. [C-16 Continue the Department of Children and Families \(DCF\) contract to be served by the Multi-agency Network for Severely Emotionally Disturbed Students \(SEDNET\) Grant for July 1, 2008 to June 30, 2009.](#)

Attachment: [Dept Children Families SEDNET 08 09.pdf](#)

16. [C-17 Service Agreement between the Schultz Center for Teaching and Leadership and the School District of Clay County for school year 2008-2009](#)

Attachment: [Schultz Center Contract.pdf](#)

17. [C-18 Addendum to the Contractual Agreement between the School District of Clay County and Challenge Enterprises/Lighthouse Learning Center for remainder of school year 2007-2008](#)

Attachment: [2nd ADDENDUM CHALLENGE LLC 07 08.pdf](#)

18. [C-19 Grant proposal](#)

19. [C-20 Summative 5-Year ESOL Endorsement Plan](#)

Attachment: [5-Year ESOL Endorsement Renewa.pdf](#)

Attachment: [Component descriptions for ESOL Practicum I II.pdf](#)

20. [C-21 Interagency Agreement between School District of Clay County and Clarke Jacksonville Auditory/Oral Center to serve ESE 3-5 year old PreK students for school year 2008-2009.](#)

Attachment: [Clarke School Contract1.pdf](#)

21. [C-22 Participate in submitting the multi-district Florida Diagnostic and Learning Resource System \(FDLRS\) grant with Duval County as the fiscal agent for year July 1, 2008 to August 31, 2009.](#)

Attachment: [FDLRS 08-09 clay.pdf](#)

22. [C-23 Clay County Public Schools Career and Professional Education Strategic Plan 2008-2013](#)

Attachment: [Memo to Sharon Chapman.pdf](#)

Attachment: [Strategic Plan - Executive Summary form \(4\).pdf](#)

Business Affairs

23. [C-24 Budget Amendments for the Month of April, 2008](#)

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

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

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

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

Attachment: [Capital Project Funds.pdf](#)

Attachment: [School Food Services.pdf](#)

Attachment: [Special Revenue Fund.pdf](#)

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

24. [C-25 Monthly Property Report - April, 2008 - Furniture/Equipment](#)

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

25. [C-26 Monthly Property Report - April, 2008 - AV Materials](#)

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

26. [C-27 Monthly Property Report - April, 2008 - Software](#)

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

27. [C-28 Monthly Property Report - April, 2008 - Vehicles](#)

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

28. [C-29 Deletions of Certain Items Report - May, 2008](#)

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

Attachment: [Monthly Deletion Report \(Attachments\)-May, 2008.pdf](#)

29. [C-30 Internal Funds Auditors for the 2007-2008 Fiscal Year](#)

Attachment: [internal funds auditors.pdf](#)

30. [C-31 Write off NSF Check at Charles E. Bennett Elementary School](#)

31. [C-32 Warrants and Vouchers for APRIL, 2008](#)

Attachment: [Warrants and Vouchers April, 2008.pdf](#)

32. [C-33 Agreement between Clay County School Board and Risk Consulting Services, Inc. to perform the Actuarial Study of our Workers' Compensation, Automobile and General Liability Self-Insurance Claims Fund](#)

Attachment: [AS20080506150806171.pdf](#)

33. [C-34 Proposed Adult/Guest Price Increases for the 2008-09 School Year](#)

34. [C-35 Bids to Be Awarded May 2008](#)

Attachment: [05_15_08 Exceptions to Low Bid 09-BA-98.pdf](#)

35. [C-36 Bid Renewal May 2008](#)

36. [C-37 Monthly Financial Report for April, 2008](#)

Attachment: [MONTHLY FINANCIAL APR, 2008-Sum Cash-1.pdf](#)

Attachment: [MONTHLY FINANCIAL APR, 2008-GREV-2.pdf](#)

Attachment: [MONTHLY FINANCIAL APR, 2008-GREXP-3.pdf](#)

Attachment: [MONTHLY FINANCIAL APR, 2008-DSREVEXP-7.pdf](#)

Attachment: [Capital Projects.pdf](#)

Attachment: [Capital Projects By Project.pdf](#)

Attachment: [MONTHLY FINANCIAL APR, 2008-CAP PROJ FUNDS.pdf](#)

Attachment: [MONTHLY FINANCIAL APR, 2008-FOOD SERVICE-9.pdf](#)

Attachment: [MONTHLY FINANCIAL APR, 2008-SPREV42X-8.pdf](#)

Attachment: [MONTHLY FINANCIAL APR, 2008-INSUR-10.pdf](#)

Support Services

37. [C-38 District required 2007-2008 Casualty Safety, Sanitation and Relocatable Inspection Reports for the School Districts Educational Facilities.](#)

Attachment: [2007-08 SREF REPORT COVER PAGE.pdf](#)

Attachment: [AGE, CEB, CHE, DIS & FIE SREF REPORTS.pdf](#)

Attachment: [GPE, KHE, LAE, LSE, MRE & MBE SREF REPORTS.pdf](#)

Attachment: [PES, ROE, RVE, SBJ, SPCE, TBE, TES, WEC & WES SREF REPORTS.pdf](#)

Attachment: [BLC, GCSJHJ, LAJH, LSJH, OPJH & WJH SREF REPORTS.pdf](#)

Attachment: [CHS, FHS, KHHS & MHS SREF REPORTS.pdf](#)

Attachment: [OPHS & RHS SREF REPORTS.pdf](#)

Attachment: [ANCILLARIES SREF REPORT.pdf](#)

38. [C-39 Revision to Department of Maintenance Operation and Procedure Manual](#)

Attachment: [Maintenance Manual.R3.pdf](#)

Attachment: [Maintenance Manual.R3.cleancopy.pdf](#)

39. [C-40 Pre-Qualification of Contractors](#)

Attachment: [Contractor List 5,16,08.pdf](#)

40. [C-41 Change Order #6 \(Direct Purchasing\) for Shadowlawn Elementary](#)

Attachment: [SLE CO 6.pdf](#)

41. [C-42 Change Order 3 \(Direct Purchasing\) for Plantation Oaks Elementary School](#)

Attachment: [CO 3, CEB Ph II 5,15,08.pdf](#)

42. [C-43 Additive Change Order 6 for Permanent Classroom Replacement at Charles E. Bennett Elementary School \(Phase II\)](#)

Attachment: [CO 6 CEB Ph II 5,15,08.pdf](#)

Adoption of Consent Agenda

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

Minutes: Consent Items C-2 and C-5 were moved to Discussion. Consent Item C-13 was withdrawn.

Motions:

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

Vote Results

Motion: Lisa Graham

Second: Carol Vallencourt

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Recognitions and Awards

44. [Recognize Music and Poster Winners for Concert on the Green \(Joy Myers\)](#)

Minutes: The following students were recognized: Keith Griffis-music winner and Tristan Dollinger-poster winner. A monetary grant was presented to the Art Department of each student's school.

45. [Performance by Concert on the Green music winner \(Keith Griffis playing the French horn\)](#)

46. [Recognize students with perfect attendance \(Superintendent Owens\)](#)

Minutes:

Superintendent Owens recognized students with perfect attendance for grades K-6 (7 years), K-8 (nine years), or K-12 (thirteen years). See item detail for list of students.

47. [Recognize Orange Park Junior High School Academic Math Team \(Sharon Chapman\)](#)

Minutes: See item detail for list of students.

Scheduled Citizen Requests (There were none)

Presenters

48. [Bruce Hill, Florida Division of Forestry](#)

Minutes: Mr. Hill presented the School District a check in the amount of \$49,626.65, which represents 15% of the gross receipts from recreational fees and sale of timber from Jennings and Belmore State Forests.

49. [Kaitlyn Donaghy, Middleburg High School student, to present the FFA Creed \(JaneAnne Frulla, FFA Sponsor\)](#)

Minutes: Kaitlyn Donaghy, who has won on both the sub-district and district levels of FFA competition, recited the FFA Creed before the School Board. She will be competing on the state level in June at the FFA State Convention.

50. [Presentation of Annual Report of the Clay County Education Foundation](#)

Attachment: [CCEF Power Point 04 Rev.BC v2.ppt](#)

Minutes:

Copy of powerpoint presentation available in item detail.

Discussion Agenda

School Board Members

51. [Discussion on Evaluation Instrument for School Board Attorney](#)

Attachment: [Current Evaluation Instrument.pdf](#)

Attachment: [Proposed Format A.pdf](#)

Attachment: [Proposed Format B.pdf](#)

Motions:

Table Item to Reorganization Meeting in November, 2008. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Charlie VanZant

Wayne Bolla - Nay

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Deputy Superintendent

52. [C-2 \(Van Zant\) Amendments to the 2008-2009 Staff Allocations](#)

Attachment: [Proposed Changes to Staff Allocations - 2008-2009.pdf](#)

Minutes: Mr. Van Zant pulled the item to discuss staffing allocations at Keystone Heights High School. (not related to the attached amendments)

Motions:

Approve staff allocations as submitted. - PASS

Vote Results

Motion: Charlie VanZant

Second: Lisa Graham

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant

- Aye

53. [Public Hearing - Amendments to CCSB Policy 6GX-10-1.02 Organization of the District School System, E.7 Minutes](#)

Attachment: [CCSB Policy 1.02 Organization of District School System - Public Hearing 05-15-08.pdf](#)

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

Motions:

Approve policy as submitted.

- PASS

Vote Results

Motion: Charlie VanZant

Second: Carol Vallencourt

Wayne Bolla

- Aye

Lisa Graham

- Aye

Carol Studdard

- Aye

Carol Vallencourt

- Aye

Charlie VanZant

- Aye

54. [Public Hearing - Amendments to CCSB Policy 6GX-10-4.62 Selection of Names for Career Academies, Apprentice Programs and Career Education](#)

Attachment: [CCSB Policy 4.62 Selection of Names for Career Acad. - Public Hearing 05-15-08.pdf](#)

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

Motions:

Approve policy as submitted.

- PASS

Vote Results

Motion: Lisa Graham

Second: Wayne Bolla

Wayne Bolla

- Aye

Lisa Graham

- Aye

Carol Studdard

- Aye

Carol Vallencourt

- Aye

Charlie VanZant

- Aye

55. [Public Hearing - Adopt CCSB Policy 6GX-10-7.04 Records & E-Mail Retention & Disposal](#)

Attachment: [CCSB Policy 7.04 Records-Email Retention & Disposal - Public Hearing 05-15-08.pdf](#)

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

Motions:

Approve policy 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

56. [Advertise Amendments to CCSB Policy 6GX-10-2.18 Retirement & Resignations, K. DROP](#)
Attachment: [CCSB Policy 2.18 Retirement and Resignations - Approve to Advertise 05-15-08.pdf](#)

Motions:

Approve policy 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

57. [C-5 \(Bolla\) Advertise Amendments to CCSB Policy 6GX-10-2.24 Personnel File & Release of Information](#)
Attachment: [CCSB Policy 2.24 Personnel File-Release of Info - Approve to Advertise 05-15-08.pdf](#)

Minutes: Mr. Bolla pulled the item to clarify the policy language pertaining to the inspection of employee files.

Motions:

Approve policy for advertising as submitted. - PASS

Vote Results

Motion: Wayne Bolla

Second: Lisa Graham

Wayne Bolla - Aye

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

Human Resources

58. [Human Resources - Special Actions #1](#)

Attachment: Special Actions May 2008.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Lisa Graham

Second: Carol Vallencourt

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

59. [Human Resources - Special Actions #2](#)

Attachment: Special Actions #2, May 2008.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Lisa Graham

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Instruction

60. [Public Hearing - Amendments to 2008-2009 Elementary & Secondary Code of Student Conduct](#)

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

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

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

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

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

Motions:

Approve the Amendments to 2008-2009 Elementary & Secondary Code of Student Conduct 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

61. [District Technology Plan and Financial Model](#)

Business Affairs

62. [Legislative Review and Effects on 2008-09 Budget](#)

Minutes:

(Note for the record: This item was moved to the end of the Discussion Agenda.)

Dr. Copeland reviewed the effects of the Legislative Session on the school district's 2008-09 budget. Overall, education funding took a huge hit. The Base Student Allocation in Clay County dropped by \$108.00 and the Per Pupil Funding decreased by \$143.38. Dr. Copeland discussed the effects on the rolled back rate. The total capital loss is approximately \$44.5 million. It was also noted there may be additional cuts to education budgets after the November election.

Mr. Elliott reported that PECO revenue was reduced dramatically from \$13 million to \$4.3 million, and class size reduction revenue was reduced from \$31.5 million to 0. High priority projects planned for the school district in 2008-09 have been re-evaluated, and a \$7.7 million deficiency exists. Mr. Elliott discussed the need for a certificate of participation in the amount of \$11.1 million to meet these deficiencies and to fund the new OakLeaf High School.

Support Services

63. [Interlocal Agreement for Coordinated Planning, Public Educational Facility Siting and Review. Receive for information School Concurrency Ordinance in Clay County and other supporting documents](#)

Attachment: [Clay ILA April 2008 - Clean Copy.pdf](#)

Attachment: [CIE Apr 08.pdf](#)

Attachment: [IGC Apr 08.pdf](#)

Attachment: [PSFE GOPs 4,08.pdf](#)

Attachment: [School CM Ordinance - Clean.pdf](#)

Motions:

Approve the Interlocal Agreement. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Charlie VanZant

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

64. [Updated Educational Impact Fee Technical Report and Resolution to the Board of County Commissioners](#)

Attachment: [EducationalImpactFeeResolutionMay15.pdf](#)

Minutes: The following individuals spoke to this item: Bill Garrison, John Cogdill, Kirk Wendland, Paul Witt, Corey Deal, James Granger, Jr.

Motions:

Motion to schedule a Workshop within 30 days and postpone the Item to the July 17, 2008 board meeting. - PASS

Vote Results

Motion: Wayne Bolla

Second: Charlie VanZant

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

65. [Schematic/Preliminary/Final \(Phase I, II & III\) Plans and Specifications for Middleburg District Ancillary Facility](#)

Minutes:

Motions:

Approve the Plans and Specifications. - PASS

Vote Results

Motion: Charlie VanZant

Second: Lisa Graham

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Presentations from the Audience

66. [Ken Carter](#)

Minutes: Mr. Carter spoke on behalf of CESPA regarding the IBC Model.

Superintendent Requests (None)

School Board's Requests

Adjournment (The meeting adjourned at 10:30 p.m.)

Superintendent Chair