



**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.**

February 21, 2013 - Regular Meeting

Invocation

Pledge of Allegiance

Call to Order

1. Attendance

Minutes: Present: Janice Kerekes, District 1; Carol Studdard, District 2; Tina Bullock, District 3; Johnna McKinnon, District 4; Lisa Graham, District 5; and Superintendent Charlie Van Zant.

Consent Agenda

Superintendent

2. Minutes of Student Disciplinary Hearings and Regular Meeting on January 17, 2013

Attachment: Disciplinary Minutes-2013 Jan 17.pdf (Confidential Item)

Attachment: Regular Mtg Minutes 01-17-2013.pdf

School Board Attorney

3. Agreement for Student Use of Device

Attachment: Possible Device agreement B 121112 (2).pdf

Deputy Superintendent

4. Proposed Allocation Changes for 2012-2013

Attachment: Allocation Summary - Backup February 21,2013.pdf

5. 2013-2014 Proposed Employee Work Year calendar change

Attachment: Calendar - Employee Work 2013-2014.pdf

6. 2013-2014 FYCA

Attachment: Calendar - FYCA 2013-2014.pdf

Human Resources

7. Revision HRMD Program (Human Resources Management Development 2013-2014)

Attachment: HRMD Agenda.pdf

8. Revision to Section I, Table I, Title of Position for Administrative/Management and Supervisory Personnel (2012-2013 Salary Schedule)

Attachment: Sal schedule 2 21 13.pdf

9. Authorize settlement of lawsuit by former Wrestling Coach Christopher McNealy

Instruction

10. Student Travel

Attachment: Feb 2013 - Student Travel.pdf

11. Contract with Florida Learning Alliance, Inc.

Attachment: Navigator Plus Contract.pdf

12. Out of State Travel

Attachment: NBEA2013Convention.pdf

Attachment: NashvilleStudyVisit2013.pdf

13. Bannerman Learning Center Placements in Lieu of Expulsion and ESE Alternative School Update

Attachment: BLC placements.pdf

Business Affairs

14. Warrants and Vouchers for January, 2013

Attachment: Warrants & Vouchers January, 2013.pdf

15. Write Off Non-Sufficient Funds Checks at Schools

16. Monthly Property Report - January, 2013 -

Furniture/Equipment

Attachment: Furniture-Equipment Report-January, 13.pdf

17. Monthly Property Report - January, 2013 - AV Materials

Attachment: Audiovisual Report-January, 13.pdf

18. Monthly Property Report - January, 2013 - Software

Attachment: Software Report-January, 13.pdf

19. Monthly Property Report - January, 2013 - Vehicles

Attachment: Vehicles Report-January, 13.pdf

20. Deletion of Certain Items Report - February, 2013

Attachment: Deletion Report-February, 13.pdf

Attachment: Deletion Report-(Attachments), February, 13.pdf

21. Agreement between School Board and Ford & Associates, Inc.

Attachment: 2 21 2013 Ford & Associates, Inc. Agreement.pdf

22. Budget Amendments for the Month of January, 2013

Attachment: Impact Statement.pdf

Attachment: January Budget Amendments.pdf

Support Services

23. Bannerman Learning Center Roof Replacement Buildings 1 & 2 Contract Award

Attachment: BLC Roof Replacement Bldgs 1 & 2 Final Bid Tab.pdf

24. Orange Park Elementary School Panelboard Replacement Contract Award

Attachment: OPE Panelboard Replacement Final Bid Tab.pdf

25. W.E. Cherry Elementary School Panelboard/Switchgear Replacement Contract Award

Attachment: WEC Panelboard.Switchgear Replacement Final Bid Tab.pdf

26. Substantial Completion of Orange Park High School

Renovation/Remodel West Campus – Phase II

Attachment: OPHS Renovate.Remodel West
Campus Substantial Completion.pdf

27. Lake Asbury Elementary School HVAC Replacement
Buildings 1, 2 & 3 Contract Award

Attachment: LAE HVAC Replacement.pdf

28. Orange Park High School Chiller Replacement Building
12 Contract Award

Attachment: OPH Chiller Replacement.pdf

29. Ridgeview High School Roof Replacement Building 1
Contract Award

Attachment: RHS Roof Replacement.pdf

30. Tynes Elementary School Roof Replacement Building 1
Contract Award

Attachment: TES Roof Replacement.pdf

31. Pre-Qualification of Contractors

Attachment: Contractor List 2,21,13.pdf

Adoption of Consent Agenda

32. Adoption of Consent Agenda

Motions:

Approve the Consent Agenda as presented. - PASS

Vote Results

Motion: Lisa Graham

Second: Janice Kerekes

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

Recognitions and Awards

33. Recognize Senator Stephen Wise (Superintendent Van Zant)

Minutes: Mrs. Graham presented Senator Wise with a plaque on behalf of the School Board and recognized him as a "Champion for Education" for his service in both the Florida House of Representatives and the Senate and as Chairman of the Education Committee. His tireless efforts have been instrumental in improving education in the state and in increasing the District Cost Differential (DCD) funding formula that benefited many north Florida districts.

34. CTE Month Proclamation

Attachment: PROCLAMATION,CTE.pdf

Motions:

Support CTE Month Proclamation - PASS

Vote Results

Motion: Lisa Graham

Second: Johnna McKinnon

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

35. Proclamation, FFA Week February 16-23, 2013

Attachment: FFAWeek2013Proclamation.pdf

Motions:

Support Proclamation - PASS

Vote Results

Motion: Janice Kerekes

Second: Johnna McKinnon

Johnna McKinnon - Aye

Carol Studdard - Aye

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Scheduled Citizen Requests

36. Debbie Higginbotham - Common Core Standards

Minutes:

Mrs. Higginbotham has children in the Clay County School District and she is very disturbed by policy makers and legislation that is being forced upon school systems. She relayed information she has learned through research about Common Core Standards. She feels that special interest groups are making big profits to develop mandated tests and that the federal government is taking away local decisions and local control. New standards are being implemented without legislation, without voter approval, and without input from teachers. She believes local curriculum development should be a local endeavor. Mrs. Higginbotham feels that local control will continue to diminish if local school boards don't speak up.

Presenters

37. Junior Achievement (Mike Elia, Jack Myers & Jeff Camarda)

Minutes: Mike Elia and Jeffrey Camarda addressed the Board regarding Junior Achievement (JA). JA is a non-profit organization that brings the real world to students through hands-on curriculum delivered by a trained classroom volunteer. JA offers free courses to students Grades K-12 and teaches students what they need to know to function effectively in the world of business with regard to personal finance, financial literacy and prepares students in the upper grades for workforce readiness. The JA program supports Common Core Standards. The Junior Achievement Program was recently established in Clay County at Bannerman Learning Center as a pilot program and they are looking to expand next year. JA is requesting \$15,000 in funding support from the school district. This item will be agendaed for action at the March School Board meeting.

Discussion Agenda

Superintendent

38. Reschedule the Regular March School Board meeting to Tuesday, March 19, 2013

Motions:

Reschedule the Regular March School Board meeting to Tuesday, March 19, 2013. - PASS

Vote Results

Motion: Lisa Graham

Second: Janice Kerekes

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

School Board Attorney

39. Review and discuss proposed changes to School Board Policy 1.02(E) with regard to Board meetings

Attachment: Handout- Suggested Changes to Policy 1.02.pdf

Minutes:

Speaker Cards: (1) Sylvia Croft - Mrs. Croft noted there was no backup information given on the proposed changes for citizens to review or give input. She felt citizens should be allowed to view the agenda and subsequently allowed to schedule a 10-minute "Citizen's Request" on the agenda regarding items of interest. She felt some language about what is allowed in meetings is too open for interpretation. (2) Stanley Pfenning - Mr. Pfenning was also concerned that there was no backup provided for this item when the agenda was posted. In order to be more open and transparent, the public should be able to get the same information that board members are provided. He also expressed concerns about not accepting speaker cards once the Board moves to the Discussion agenda and about workshop meetings which prohibit public participation.

Mrs. Studdard clarified the process for Board Policy revisions. The draft showing the revisions to Policy 1.02 (E) will come before the Board next month. If the Board likes the changes, the policy will be approved for advertising. The Public Hearing will be held in April.

Mrs. McKinnon had concerns about the 10-minute allotment for speakers versus subject matter, about the interpretation of "educationally relevant issues," and the list of things considered improper conduct at meetings.

Mrs. Kerekes felt there should be video

recordings of all meetings, including workshops and special meetings. She also felt some of the things listed that relate to improper conduct were unnecessary.

Mrs. Bullock addressed Scheduled Citizens' Requests and the current 14-day requirement for citizens to be placed on the agenda prior to being able to review the topics to be discussed.

Both Mrs. Studdard and Mrs. Graham felt the section for Scheduled Citizens' Requests was being misinterpreted. This section of the agenda is reserved for new topics citizens want to address, not agendaed items. The 3-minute speaker cards are for citizens to make comments about agendaed items. They felt 3 minutes was adequate time to make their position known.

Mr. Bickner commented that it is illegal to alter the agenda once it is published except for an extraordinary reason. He will use the Board Member input to draft a proposed policy for consideration at the March meeting.

Human Resources

40. Personnel Consent Agenda (Item pulled from Consent by Mrs. Bullock and Mrs. Kerekes)

Attachment: Personnel Consent Agenda 2 21 13.pdf

Minutes:

Speakers: (1) Sylvia Croft - Mrs. Croft addressed the paycut of two former employees. She noted that these "at will" positions are not considered permanent and that the employees were aware of this when they took the positions. (2) Stanley Pfenning - Mr. Pfenning was confused as to what this 39-page document was about.

Mrs. McCabe talked to the two Board Members after receiving notification that they had pulled the Personnel Consent Agenda to Discussion and learned their concerns were about the job description and the qualifications for Director of Career and Technical Education.

In response to questions, Mr. Bickner clarified the statute that governs the superintendent's authority and the Board's role in approving personnel appointments. He explained the Board's role is to designate the positions to be filled and prescribe the qualifications for those positions. The Superintendent makes recommendations for personnel to fill the positions. The Board may reject for good cause any employee nomination. He noted

that good cause is very narrowly defined. Mr. Bickner has summarized this information in a memorandum that he will send to the Board describing the case of good cause.

Motions:

Approve the Personnel Consent Agenda with the deletion of the revised job description for Director of Career & Technical Education. - PASS

Vote Results

Motion: Janice Kerekes

Second: Tina Bullock

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

41. Human Resources - Special Action A

Attachment: Special Action A 2 21 13.pdf (Confidential Item)

Minutes:

Speaker: Tracy Butler, Service Unit Director for CCEA, spoke to the Special Action items. She felt there was a lack of due process afforded the teachers. She spoke regarding the current Fact Finding process that she said shrowds all elements of the case file, not only from the public but also from the teachers and the association who represents them, allowing no opportunity for defense prior to the School Board recommendation. Their only recourse is after the action has been taken.

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Janice Kerekes

Second: Johnna McKinnon

Tina Bullock	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Johnna McKinnon	- Aye
Carol Studdard	- Aye

42. Human Resources - Special Action B

Attachment: Special Action B 2-21-13.pdf (Confidential Item)

Minutes: Mr. Bickner explained for the record, there was a change to the Special Actions item after the agenda was posted, and this is allowable by statute for good cause. Mrs. Studdard had talked with Mr. Bickner, Mrs. McCabe, and Mrs. Adams and was given details about the investigation relating to this item. Chairman Studdard concurred and felt good cause existed to add Special Action B to the agenda. Subsequent to this meeting, the employee submitted a resignation.

Motions:

Approve the item as presented.	- PASS
--------------------------------	--------

Vote Results

Motion: Janice Kerekes

Second: Lisa Graham

Tina Bullock	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Johnna McKinnon	- Aye
Carol Studdard	- Aye

Business Affairs

43. Review Food and Nutritional Services (Fund 410)

Attachment: Food and Nutrition Presentation 2013.pptx

Minutes:

Susan Glover, Director of School Food Service, gave a brief overview of Fund 410 - Food & Nutrition. This Special Revenue Fund

is funded and mandated by the National School Lunch Program, a federally assisted meal program operating in public and non-profit private schools. Participation in the NSLP provides the department with federal reimbursement as well as food from the U.S. Department of Agriculture for each meal that is served.

She discussed the summer feeding program and the impact the President's Healthy, Hunger-Free Kids Act has had on school food services. Dr. Copeland explained the USDA monitors to ensure compliance with the Paid Lunch Equity Provision which sets the standard for meal prices. This year we increased lunch prices by ten cents bringing the district into compliance for 2012-2013.

44. Monthly Financial Report for January, 2013

Attachment: PAGE 1 MONTHLY FIN-Sum Cash-Jan, 2013.pdf

Attachment: PAGE 2 MONTHLY FINANCIAL GREV.pdf

Attachment: PAGE 3 MONTHLY FINANCIAL-GREXP.pdf

Attachment: PAGE 4 MONTHLY FINANCIAL-DSREVEXP.pdf

Attachment: PAGE 5 Capital Projects JAN,2013.pdf

Attachment: PAGE 6 Capital Projects By Project JAN,2013.pdf

Attachment: PAGE 7 MONTHLY FIN JAN,2013-FOOD SERVICE.pdf

Attachment: PAGE 8 MONTHLY FIN-SPREV42X.pdf

Attachment: PAGE 9 MONTHLY FIN-ARRA-SPREV43X.pdf

Attachment: PAGE 10 MONTHLY FIN JAN,2013-INSURANCE.pdf

Attachment: Handout-2013 Budget Deadline Calendar.pdf

Minutes:

Dr. George Copeland began by addressing the decrease/loss of 860 kids over last year. We will not know the effects of the loss until the 4th calculation in late April or early May. He noted that revenue is not increasing so the school district is trying to find ways to control costs.

Dr. Copeland distributed a planning calendar for April through September outlining events and tentative meeting dates necessary to complete the budget process for fiscal year 2013-2014.

Motions:

Approval of the monthly financial report for January, 2013, as presented. - PASS

Vote Results

Motion: Lisa Graham

Second: Janice Kerekes

Tina Bullock - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

Support Services

45. School Lighting/Energy

Attachment: Lighting.Energy.pdf

Minutes: Mr. Connell introduced this item as a follow-up to a request from last month's meeting regarding excessive lighting at Oakleaf High School on Brannenfield Road. He reviewed a report summarizing his inventory of the exterior lighting. Oakleaf High School has a total of 254 exterior lights which cost the district a total of \$7.11 per hour to burn. *(See the attachment for the full Oakleaf High School report.)* Mr. Connell stated a lighting schedule is provided to every school giving specific information about when to turn on and turn off lights at schools based on employee work schedules, extra-curricular activities, etc. The schedule varies according to the individual campus but electrical costs are tracked at every school.

Presentations from the Audience (There were none)

Superintendent Requests

46. Comments

Minutes:

Mr. Van Zant spoke about Florida Youth Challenge Academy and the "gem" of a program this is for Clay County who hosts for the entire state. He has engaged in conversations at the state level on several topics pertaining to FLYCA, including the Early Exit Option, how

it affects our graduation rate, and our inability to draw full FTE. He is hoping for a "legislative fix."

Mr. Van Zant reported the school district is continually reviewing and maximizing our Safety & Security procedures. Schools have also taken their own common-sense measures and some have conducted practice lockdown drills.

Mr. Van Zant has heard there may be some increase in revenue next year at the state level. He would like to be able to expand our academy offerings and would like to consider employing a legislative lobbyist to help the district tap into any additional revenue that might become available.

School Board's Requests

47. Comments

Minutes:

Mrs. Kerekes reviewed some of the many fun and exciting school activities she has had the opportunity to attend since last Board meeting.

Mrs. Bullock reported on the FSBA workshops she attended and expressed appreciation to the district for allowing her to attend.

Ms. Graham enjoyed attending the Communities in Schools fundraiser and FLYCA parent day.

Mrs. Studdard reported on Orange Park Rotary's "Clay's Got Talent" and that there was some amazing student talent. She also announced that Gavin Rollins, Public Relations Officer, leaves tomorrow for a 4-month leave of absence to attend training for Military Intelligence School.

In closing, Board Members should give feedback to the Superintendent if they are interested in pursuing a legislative lobbyist. Wednesday, March 6, at 4:00 p.m., was discussed as a possible date if there is enough interest to warrant a special meeting.

Attorney's Requests (There were none)

Adjournment (10:00 p.m.)

Superintendent

Chairman