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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  
Hearing for Special Actions Regarding Students - 3:30 p.m.  
REGULAR MEETING - 7:00 p.m.

February 19, 2009 Regular Meeting

Invocation (Carol Vallencourt)

Pledge of Allegiance (NJROTC)

Call to Order (7:00 p.m.)

- 1. Attendance

Minutes:

Present: Carol Vallencourt, District 1; Carol Studdard, District 2; Charles Van Zant, Jr., District 3; Frank Farrell, District 4; Lisa Graham, District 5 and Superintendent Ben Wortham.

Consent Agenda

Superintendent

- 2. C-1 Minutes of Student Disciplinary Hearings and Regular Meeting on 01/15/09, and Workshop on 01/26/09

Attachment: Minutes - Workshop - 01-26-09.pdf

Attachment: Minutes - Regular Mtg - 01-15-09.pdf

Attachment: Minutes - Student Disciplinary - 01-15-09.pdf (Confidential Item)

Deputy Superintendent

- ~~3. C-2 Approve Staff Allocations for the 2009-2010 School Year~~

Attachment: ~~Allocation 2009-2010 DRAFT.pdf~~

- 4. C-3 Proposed Staff Allocation Changes - 2008-2009

Attachment: Allocation Summary - Current

Backup-February 2009.pdf

5. C-4 Revise 2009 Summer School Calendar

Attachment: All Summer School Calendars - 2009 Revised.pdf

6. C-5 Revise 2009-2010 Employee Work Calendar

Attachment: Employee Work Calendar - 2009-2010.pdf

7. C-6 Revise 2009 Voluntary Pre-K Summer Program Calendar

Attachment: VPK Summer Calendar - 2009.pdf

**Human Resources**

8. C-7 Appointment of Clay County School Board's CCEA and CSPA Bargaining Team Members for 2009-2010

9. C-9 Memorandum of Understanding with UNF for 2009-2010

Attachment: SPRINT Memo of Understanding 2-19-09.pdf

**Instruction**

10. C-10 Co-Enrollee list for January 2009

Attachment: Co-Enrollee list for January 2009.pdf (Confidential Item)

11. C-11 Student Travel

Attachment: BOARD BACKUP-FEBRUARY 19, 2009.pdf

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

Attachment: BLC placements.pdf

**Business Affairs**

13. C-13 Monthly Property Report - January, 2009 - Furniture/Equipment

Attachment: Furniture-Equipment Report-January, 09.pdf

14. C-14 Monthly Property Report - January, 2009 - AV Materials

Attachment: [Audiovisual Report-January, 09.pdf](#)

15. C-15 Monthly Property Report - January, 2009 - Software

Attachment: [Software Report-January, 09.pdf](#)

16. C-16 Monthly Property Report - January, 2009 - Vehicles

Attachment: [Vehicles Report-January, 09.pdf](#)

17. C-17 Deletion of Certain Items Report - February, 2009

Attachment: [Deletion Report-February, 2009.pdf](#)

18. C-18 Bid Renewals February 2009

19. C-19 Bids to Be Awarded February 2009

20. C-20 Warrants and Vouchers for JANUARY, 2009

Attachment: [Warrants and Vouchers January, 2009.pdf](#)

21. C-21 Approve Advertisement of Amended Notice of Tax for School Capital Outlay for 2008-09 School Year

Attachment: [LCIF Advertisement.pdf](#)

22. C-22 Monthly Financial Report for January, 2009

Attachment: [Jan2009Financial Stmt.pdf](#)

23. C-23 Write Off NSF Checks at Schools

Attachment: [RHS.pdf](#)

Attachment: [GPE.pdf](#)

Attachment: [LAE.pdf](#)

24. C-24 Establish Petty Cash Fund for the Career and Technical Education Dept.

25. C-25 Budget Amendments for the Month of January, 2009

Attachment: [January Budget Amendments.pdf](#)

**Support Services**

26. C-26 Deductive Change Order #3 (Direct Purchasing) for OakLeaf High School

Attachment: [OHS CO 3.pdf](#)

27. C-27 Deductive Change Order #2 (Direct Purchasing) to Install an Additional Chiller at Ridgeview High School

Attachment: [CO 2 DP.pdf](#)

28. C-28 Additive Change Order #1 (Days Only) to Install an Additional Chiller at Ridgeview High School

Attachment: [CO 1 Days Only.pdf](#)

29. C-29 Middleburg District Ancillary Facility Mitigation Agreement

Attachment: [Ancillary Mitigation Credits.pdf](#)

30. C-31 Schematic/Preliminary/Final (Phase I, II & III) Plans and Specifications for Orange Park High School Building 1 Renovate Down Spouts

31. C-32 Developer Agreement for Governors Park DRI

Attachment: [Governors Park Agreement 3 2,10,09.pdf](#)

**Adoption of Consent Agenda**

32. Adoption of all remaining Consent Items

**Minutes:** Consent item C-2 - Staff Allocations for 2009-2010 was deleted from the agenda. Items C-8 -Personnel Consent Agenda and C-30 - Pre-Qualification of Contractors were moved to the Discussion Agenda.

**Motions:**

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

**Vote Results**

Motion: Frank Farrell

Second: Carol Studdard

Frank Farrell - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

**Recognitions and Awards**

33. Recognize Fleming Island High NJROTC Annual Food Drive for Clay County Food Pantry (Capt. Steve Motolenich/Wynema Lovell)

**Scheduled Citizen Requests**

**Presenters**

**Discussion Agenda**

**Superintendent**

34. Waiver to Clay County School Board Policy 2.18 K.3

**Minutes:** Superintendent Wortham requested a waiver of School Board Policy 2.18 to re-employ a retired employee (D.R.O.P.). Linda Turner was approved as Principal of Bannerman Learning Center for 2009-2010 and will be placed on step "0" on the Administrator Salary Schedule at a savings of \$30,000.

**Motions:**

Approve waiver to policy 2.18 - PASS  
K.3

**Vote Results**

Motion: Carol Vallencourt

Second: Carol Studdard

Frank Farrell - Aye

Lisa Graham - Nay

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

**Human Resources**

35. C-8 (Van Zant) Personnel Consent Agenda

Attachment: Personnel Consent Agenda, 2-19-09.pdf

**Minutes:** Charlie Van Zant expressed his concerns about some changes in qualifications on the Director of Student Services and Director of Exceptional Student Education job descriptions.

**Motions:**

Approve the Personnel Agenda - PASS  
Item C-8 as presented.

**Vote Results**

Motion: Carol Studdard

Second: Frank Farrell

Frank Farrell - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

36. Human Resources - Special Action

Attachment: HR Special Action 2-19-09.pdf (Confidential Item)

**Motions:**

Approve the action as presented. - PASS

**Vote Results**

Motion: Carol Studdard

Second: Carol Vallencourt

Frank Farrell - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

**Business Affairs**

37. Budget Considerations

**Minutes:**

Dr. Copeland reviewed with the Board the following financial reports:

- Monthly Financial Report for January, 2009
- Budget Amendments for January, 2009
- School District Expenditures by Object
- General Fund Cash Needs Forecast for 2008-2009

Dr. Copeland discussed our current unreserved fund balance and the DOE's definition of the calculation of the unreserved general fund balance.

The following people spoke to this item: Maureen Holmes, Marilyn Gipson, Ilah Breen, Jennifer Walsh, Debbie Glass, Liz Crane, Janet Keskinen, Bob Hume and Pete Baker.

Board members, Superintendent and staff addressed citizen's concerns on the budget and the effects on schools, teachers and students. Sharon Chapman, Asst. Supt. for Instruction reviewed textbook adoption cycles, the math adoption for next school year and the changes in state standards.

**Motions:**

Discussion of Budget Considerations -

**Vote Results**

Motion:

Second:

**Support Services**

38. C-30 (Vallencourt) Pre-Qualification of Contractors

Attachment: Contractor List, Feb 2009.pdf

**Motions:**

Approve the contractor pre-qualification list attached. - PASS

**Vote Results**

Motion: Lisa Graham

Second: Frank Farrell

Frank Farrell - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Abstain

Charlie VanZant - Aye

**Motion Minutes:**

Carol Vallencourt abstained from voting on this item due to the fact that Frank

Vallencourt, her husband, is an officer and director of Vallencourt Construction Company, Inc. and is included in the pre-qualification of contractors.

**Presentations from the Audience**

39. Ken Carter

**Minutes:** Ken Carter spoke briefly on behalf of Support Personnel urging the Board to please continue their employment through this budget crisis.

**Superintendent Requests**

**School Board's Requests**

40. Change the date of the Regular Meeting in March

**Minutes:** The Board agreed to change the date of the Regular School Board Meeting from March 19th to March 23, 2009 due to the conflict with Legislative Day in Tallahassee for Board Members.

**Motions:**

Change date of regular Board meeting -  
from March 19 to March 23, 2009 at  
7:00 p.m. in the Teacher Training  
Center.

**Vote Results**

Motion:

Second:

41. Education Rally in Tallahassee - March 18, 2009

**Minutes:**

Carol Vallencourt reminded the Board and the audience of the Education Rally being held in Tallahassee, Florida on March 18, 2009 and encouraged everyone to get involved.

**Adjournment** (10:15 p.m.)

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**Superintendent**

\_\_\_\_\_  
**Chair**