



**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 - 3:00 p.m.
REGULAR MEETING - 7:00 p.m.**

April 21, 2011 Regular Meeting

Invocation

Pledge of Allegiance

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

1. Attendance

Minutes: Present: Janice Kerekes, District 1; Carol Studdard, District 2; Stephanie Van Zant, District 3; Frank Farrell, District 4 and Lisa Graham, District 5. Superintendent Ben Wortham was also present.

Consent Agenda

Superintendent

2. C-1 Minutes of Student Disciplinary Hearings and Regular Meeting on March 17, 2011 and Workshop on March 28, 2011

Attachment: Minutes-DiscipHearings 03-17-11.pdf (Confidential Item)

Attachment: Minutes-RegularMtg 03-17-11.pdf

Attachment: Minutes-Workshop 03-28-11.pdf

Deputy Superintendent

3. C-2 Revised 2011 Summer Calendar, ESE Student Education-Extended School Year

Attachment: ESE Extended School Year Calendar 2011 (2).pdf

4. C-3 Proposed Staff Allocation Changes for 2010-2011 and 2011-2012, and Proposed Supplement Allocations for 2011-2012

Attachment: Supplement Allocation Packet 2011-2012 - Final.pdf

Attachment: Allocation Summary - Current Backup April, 2011.pdf

Human Resources

5. C-4 Renewal of List of Physicians and Medical Facilities authorized to conduct physical examinations and drug tests required for certain groups of employees

Attachment: 2011-2012 List of Physicians to go to the board for approval.pdf

6. C-5 Reappointments for the 2011-2012 School Year

Attachment: 2011-2012 Reappointment Agenda - SECTION I, INSTRUCTIONAL.pdf

Attachment: 2011-2012 Reappointment Agenda - SECTION II, SUPPORT.pdf

Attachment: Hold For Reappointment - INFORMATION ONLY.pdf

7. C-6 Personnel Consent Agenda

Attachment: Personnel Consent Agenda 4-21-11.pdf

Instruction

8. C-7 Co-Enrollee list for March 2011

Attachment: Co-Enrollee list for March 2011.pdf (Confidential Item)

9. C-8 Career Pathways Consortium Articulation Agreement - 2011-2012

Attachment: 2011-2012careerpathways.pdf

10. C-9 Clay County School District Agreement with the Schultz Center for Teaching and Leadership

Attachment: schultzagreement.pdf

11. C-10 Advertise New CCSB Policy 6GX-10-4.64 Service Animals in Schools

Attachment: CCSB Policy 4.64 Service Animals in Schools - NEW.pdf

12. C-11 Student Travel

Attachment: Student Travel-4-21-11.pdf

13. C-12 Amendment #5 to DCF contract #DH676 served by SEDNET Grant for July 1, 2010 to June 30, 2011.

Attachment: Amendment 5 to DCF contract DH676 SEDNET.pdf

14. C-13 Amendment to Carlton Palms Contract

Attachment: [Carlton Palms AMENDMENT.pdf](#)

15. [C-14 Lindamood-Bell Contract](#)

Attachment: [LindaMood Bell Contract.pdf](#)

16. [C-15 Bannerman Learning Center Placements in Lieu of Expulsion and ESE Alternative School Update](#)

Attachment: [BLC placements.pdf](#)

17. [C-16 Special Pupil Requests 2011-2012; Non-Resident Admissions Guidelines 2011-2012](#)

Attachment: [2011-2012 SPR Memorandum.pdf](#)

18. [C-17 Proclamation endorsing National School Nurse Day, May 11, 2011](#)

Attachment: [school nurse day.pdf](#)

19. [C-18 Memorandum of Agreement between Kids First of Florida, Inc. and the School Board of Clay County](#)

Attachment: [Kids First of Florida.pdf](#)

Business Affairs

20. [C-19 Monthly Property Report - March, 2011 - Furniture/Equipment](#)

Attachment: [Furniture-Equipment Report-March, 11.pdf](#)

21. [C-20 Monthly Property Report - March, 2011 - AV Materials](#)

Attachment: [Audiovisual Report-March, 11.pdf](#)

22. [C-21 Monthly Property Report - March, 2011 - Software](#)

Attachment: [Software Report-March, 11.pdf](#)

23. [C-22 Monthly Property Report - March, 2011 - Vehicles](#)

Attachment: [Vehicles Report-March, 11.pdf](#)

24. [C-23 Deletion of Certain Items Report - April, 2011](#)

Attachment: [Deletion Report-April, 11.pdf](#)

25. [C-24 Warrants and Vouchers for MARCH, 2011](#)

Attachment: [WARRANTS & VOUCHERS MARCH, 2011.pdf](#)

26. [C-25 Write Off Non Sufficient Funds \(NSF\) Check at DIS](#)

27. [C-26 Auditor General's Report for the 2009-2010 Audit](#)

Attachment: [Audit Report 2011-142.pdf](#)

28. [C-27 Budget Amendments for the Month of March, 2011](#)

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

Attachment: [Budget Amendments.pdf](#)

29. [C-28 Bids to Be Awarded April 2011](#)

30. [C-29 Bid Renewals April 2011](#)

Support Services

31. [C-30 County-Wide Registered Surveying and Mapping Services Contract Award](#)

32. [C-31 Professional Civil Engineering Services County-Wide Contract Award](#)

33. [C-32 Final Completion of Keystone Heights Elementary School New Administration Building](#)

Attachment: [Final Completion KHE Admin.pdf](#)

34. [C-33 Substantial Completion of Building 1 of Keystone Heights Elementary School New Administration Building](#)

Attachment: [Sub Completion KHE Admin.pdf](#)

35. [C-34 Updated and Revised Emergency & Critical Incident Manual](#)

36. [C-35 Deductive Direct Purchasing Change Order #1 for Ridgeview High School Air Handling Unit Replacement Buildings 1 & 3](#)

Attachment: [CO 1 RVHS Air Handling Unit Replacement.pdf](#)

37. [C-36 Deductive \(Direct Purchasing\) Change Order #1 for Keystone Heights High School Panelboard Replacement/Switch Gear Buildings 1-3 & Portables](#)

Attachment: [CO 1 KHH Panelboard.pdf](#)

38. [C-37 Deductive \(Direct Purchasing\) Change Order #1 for Middleburg High School Fire Alarm Replacement](#)

Attachment: [CO 1 MHS Fire Alarm.pdf](#)

39. [C-38 Deductive \(Direct Purchasing\) Change Order #1 for Keystone Heights High School Condensing Unit Replacement Building 9](#)

Attachment: [CO 1 KHH Condensing Unit.pdf](#)

40. [C-39 Deductive \(Direct Purchasing\) Change Order #1 for Orange Park High School HVAC Roof Top Unit Replacement Building 1](#)

Attachment: [CO 1 OPH HVAC Replace.pdf](#)

41. C-40 Additive Change Order #2 for Lake Asbury Elementary School Panelboards/Switch Gear Replacement Buildings 1-3 & 20

Attachment: CO 2 LAE Panelboard.pdf

42. C-41 Deductive (Direct Purchasing) Change Order #1 for Lake Asbury Elementary School Panelboards/Switch Gear Replacement Buildings 1-3 & 20

Attachment: CO 1 LAE Panelboard.pdf

43. C-42 Deductive (Direct Purchasing) Change Order #1 for Montclair Elementary School Panelboard Replacement Buildings 1-3

Attachment: CO 1 MCE Panelboard.pdf

44. C-43 Additive Change Order #1 for Orange Park High School Roof Replacement Building 4 (Gymnasium)

Attachment: CO 1 OPH Gym Roof.pdf

45. C-44 Additive Change Order #2 for District Office Roof Replacement H. C. Long Buildings 1-5

Attachment: CO 2 HC Long Roof.pdf

46. C-45 Deductive (Direct Purchasing) Change Order #1 for District Office Roof Replacement H. C. Long Buildings 1-5

Attachment: CO 1 HC Long Roof.pdf

47. C-46 Additive (Direct Purchasing) Change Order #7 for Keystone Heights Elementary School New Administration Building

Attachment: CO 7 KHE New Admin.pdf

48. C-47 Additive Change Order #1 for District Office Plumbing and HVAC Replacement Superintendents Office Building 3

Attachment: CO 1 DO Plumbing & HVAC Replacement Superintendents Bldg 3.pdf

49. C-48 Deductive Direct Purchasing Change Order #1 for Ridgeview Elementary School Chiller Replacement & Air Handling Unit Replacement Buildings 1 & 3

Attachment: CO 1 RVE Chiller & AHU Replacement Bldg 1 & 3.pdf

50. C-49 Vocational Facility List

Attachment: Vocational Ed Fac List 4,21, 11.pdf

51. C-50 Pre-Qualification of Contractors

Attachment: Contractor List, 4,21,11.pdf

Adoption of Consent Agenda

52. Adoption of all remaining Consent Items

Motions:

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

Vote Results

Motion: Lisa Graham

Second: Janice Kerekes

Frank Farrell - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Carol Studdard - Aye

Stephanie Van Zant - Aye

Recognitions and Awards

53. Recognition of Sunshine State School District Nominee Hunter Monaghan - RHS

Minutes: Lyle Bandy, Director of Student Services, recognized Hunter Monaghan of Ridgeview High School. Hunter has a 5.0 GPA. Superintendent Ben Wortham presented the certificate.

54. Recognition of CTE Programs

Minutes: Paul Parker, Director of Career and Technical Education, gave an update CTE programs, including academies, in Clay County.

Scheduled Citizen Requests (None)

Presenters (None)

Discussion Agenda

Human Resources

55. Ratify the 2010-2014 Master Contract between the Clay Educational Staff Professional Association and the School District of Clay County

Attachment: # CESPA 2010-2011 Ratification 04-04-11.pdf

Minutes: The Board approved ratification of the 2010-2014 Master Contract. Frank Farrell, Board Chairman and Kelly Griffis, CESPAs President, officially signed the Master Contract between the CESPAs and the SDCC.

Motions:

Ratify the Tentative Agreement for 2010-2014 which includes status quo of the current 2010-2011 salary schedule. - PASS

Vote Results

Motion: Carol Studdard

Second: Janice Kerekes

Frank Farrell - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Carol Studdard - Aye

Stephanie Van Zant - Aye

56. Human Resources - Special Action "A"

Attachment: HR Special Action A 4-21-11.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Lisa Graham

Second: Stephanie Van Zant

Frank Farrell - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Carol Studdard - Aye

Stephanie Van Zant - Aye

57. Human Resources - Special Action "B"

Attachment: HR Special Action B 4-21-11.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Janice Kerekes

Second: Lisa Graham

Frank Farrell	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Carol Studdard	- Aye
Stephanie Van Zant	- Aye

58. Human Resources - Special Action "C"

Attachment: HR Special Action C 4-21-11.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Carol Studdard

Second: Janice Kerekes

Frank Farrell	- Aye
Stephanie Van Zant	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Carol Studdard	- Aye

59. Human Resources - Special Action "D"

Attachment: HR Special Action D 4-21-11.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Stephanie Van Zant

Second: Lisa Graham

Frank Farrell	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Carol Studdard	- Aye

Instruction

60. PD360/Observation 360 Contract

Attachment: PD360 Contract.pdf

Minutes:

Diane Kornegay, Asst. Supt. for Instruction, explained that Observation 360 and PD 360 serve as the data collection instrument for Performance Matters. Observation 360 is used by school administrators to record evidence of instructional practices aligned to the Florida Educator Accomplished Practices. The system provides a direct link and support system between the teacher evaluation process and professional development.

Motions:

Approve contract as presented. - PASS

Vote Results

Motion: Lisa Graham

Second: Janice Kerekes

Frank Farrell - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Carol Studdard - Aye

Stephanie Van Zant - Aye

61. Performance Matters (Assessment and Data System) Contract

Attachment: Performance Matters Contract.pdf

Minutes: Diane Kornegay, Asst. Supt. for Instruction, gave the following overview. Performance Matters Inc. will be the new provider of the district's assessment and data reporting system. As a required component of Race to the Top, Performance Matters will provide baseline, mid-year and end-of-year benchmark assessments, as well as ongoing progress monitoring assessments. Teachers and administrators will have access to individual student and classroom data profiles.

Motions:

Approve contract as presented. - PASS

Vote Results

Motion: Stephanie Van Zant
 Second: Lisa Graham
 Carol Studdard - Aye
 Stephanie Van Zant - Aye
 Frank Farrell - Aye
 Lisa Graham - Aye
 Janice Kerekes - Aye

Business Affairs

62. Audit Committee Selection

Minutes:

Dr. Copeland reviewed the process by which the district has been audited in the past, by the Auditor General. Due to legislative guidelines, statutes and population of the county, this process has been changed. Once the population reaches 150,000 the Auditor General conducts audits following a 3-year cycle. The district must procure an independent CPA firm for audit purposes during this cycle. In accordance with Florida Statute, it is necessary to form an audit selection committee. The audit committee will come back to the Board with a recommendation on June 16, 2011.

Sonya Findley, Roni Campbell and Frank Farrell were selected as members of the Audit Committee. Nancy Racine will act as Chairman and a non-voting member of the committee.

Motions:

Approve the selection of the Audit Committee members and the non-voting chairman. - PASS

Vote Results

Motion: Carol Studdard
 Second: Lisa Graham
 Frank Farrell - Aye
 Lisa Graham - Aye
 Janice Kerekes - Aye
 Carol Studdard - Aye
 Stephanie Van Zant - Aye

63. Monthly Financial Report for March, 2011

Attachment: [PAGE 1 MONTHLY FIN-Sum Cash.pdf](#)
Attachment: [PAGE 2 MONTHLY FIN MAR,2011-GREV.pdf](#)
Attachment: [PAGE 3 MONTHLY FIN MAR,2011-GREXP.pdf](#)
Attachment: [PAGE 4 MONTHLY FIN MAR,2011-DSREVEXP.pdf](#)
Attachment: [PAGE 5 Capital Projects MAR,2011.pdf](#)
Attachment: [PAGE 6 Capital Projects By Project MAR,2011.pdf](#)
Attachment: [PAGE 7 MONTHLY FIN MAR,2011-FOOD SERVICE.pdf](#)
Attachment: [PAGE 8 MONTHLY FIN-SPREV42X.pdf](#)
Attachment: [PAGE 9 MONTHLY FIN- ARRA-SPREV43X.pdf](#)
Attachment: [PAGE 10 MONTHLY FIN MAR,2011 - INSURANCE.pdf](#)

Minutes: Dr. George Copeland gave a brief update on the district's financial status. No significant changes.

Motions:

Approve the monthly financial report for March, 2011, as presented. - PASS

Vote Results

Motion: Janice Kerekes

Second: Stephanie Van Zant

Frank Farrell - Aye

Lisa Graham - Aye

Janice Kerekes - Aye

Carol Studdard - Aye

Stephanie Van Zant - Aye

Support Services

64. [2010 Census/School Board Member Redistricting](#)

Attachment: [April21SB Districts CountyCensusCURRENT.pdf](#)

Minutes:

Mr. Elliott opened the discussion with the process used to revise Board member districts. The first approach would be for the Board to identify a workshop at which the staff would provide some options for the Board to consider. The second approach would be no workshop, and the staff would bring recommendations to the Board. The Board has until December 31, 2011 to make a decision.

Mr. Farrell inquired as to whether consideration should be given to contacting the Board of County Commissioners to see if there may be any interest in seeking consolidation with their member districts. The Board agreed to contact the BCC with Mr. Farrell, Board Chairman, signing the letter for the Board. Once the BCC response is received the Board will then move forward on this issue.

Motions:

Approve submission of letter from the School Board to the Clay Board of County Commissioners exploring their interest in consolidation of commissioner and school board member districts. - PASS

Vote Results

Motion: Carol Studdard

Second: Stephanie Van Zant

Frank Farrell	- Aye
Lisa Graham	- Aye
Janice Kerekes	- Aye
Carol Studdard	- Aye
Stephanie Van Zant	- Aye

65. Five-Year Plant Survey Draft Overview

Attachment: Plant Survey Overview 4,21,11.pdf

Minutes: Jim Connell, Director of Facility Planning and Construction, provided a brief overview of the Educational Facility Information System Five Year Survey Report. The EFIS is required to ensure that funding, either budgeted or anticipated, for all recommendations is eligible for Part III expenditures. The DRAFT Plant Survey may be viewed in the Facilities Planning and Construction Department.

Presentations from the Audience

66. Speakers

Minutes: There were 5 speakers: 1) Kelly Griffis, CESPAs President - Ratification of Contract; 2) Ilah Breen - Article and Contract; 3) Liz Crane, CCEAs - FCAT; 4) Mary Pizzi - Budget Suggestions; and 5) Kelly Robertson - RHS Wrestling Coach.

Superintendent Requests

67. Comments

Minutes: Superintendent Wortham commented on Ridgeview High's Academic Team placing 4th in the State of Florida; the success of Math Field Day and FCAT week. Mr. Wortham congratulated Jim Connell on his appointment as Assistant Superintendent for Support Services and Mike Elliott on his upcoming retirement.

School Board's Requests

68. Comments

Minutes:

Board members expressed their appreciation for school and district staff in light of all the activity with the recent storm in the Keystone Heights area; the preparation for the FCAT and the Chamber of Commerce Scholarship awards. Nine (9) high school students were awarded scholarships (1-Keystone Heights High, 3-Fleming Island High, 2-Middleburg High and 3-Ridgeview High).

The O2B Kids fund raiser will be held on May 15, 2011 from 5:00-8:00 p.m.

Attorney's Requests

69. Attorney-Client Session (CLOSED TO THE PUBLIC)

Minutes:

The Regular Meeting of the Clay County School Board was recessed at 8:33 p.m. by Board Chairman, Frank Farrell and the room was cleared. The Attorney-Client Session was held. The Regular School Board Meeting was reconvened at 8:50 p.m. and adjourned at 8:50 p.m.

Adjournment (8:50 p.m.)

Superintendent

Chairman