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**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.

**October 15, 2015 - Regular Meeting**

**Invocation** (Mrs. Gilhousen)

**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 Special Meeting on September 10, 2015, and Student Hearings and Regular Meeting on September 17, 2015](#)

Attachment: [Minutes - Sept 10, 2015.pdf](#)

Attachment: [Minutes - Sept 17, 2015.pdf](#)

Attachment: Disciplinary Minutes-2015 Sept 17.pdf (Confidential Item)

**School Board Attorney**

3. [C-4 Approve Settlement of personal injury claims of Spencer Steinmetz](#)

**Deputy Superintendent**

4. [C-5 Proposed Allocation Changes for 2015-2016](#)

Attachment: [Changes to Supplements 2016-2017.pdf](#)

Attachment: [Allocation Summary -October 15, 2015.pdf](#)

5. [C-6 2016 Legislative Priorities](#)

Attachment: [Legislative Priorities.pdf](#)

**Information and Technology Services**

6. [C-7 Adoption of Digital Classrooms Plan](#)

Attachment: [10-15-15-Executive Summary DCP 201516.pdf](#)

**Human Resources**

7. [C-8 Personnel Consent Agenda](#)

Attachment: [10-15-15 Personnel Consent Agenda.pdf](#)

8. [C-9 Appointments, Transfers, and Resignations of Out-of-Field Teachers](#)

Attachment: [10-15-15 Appts Transfers Redesiq Out of Field.pdf](#)

**Instruction**

9. [C-10 Memorandum Of Understanding between Adult Education and Clay County Literacy Coalition](#)

Attachment: [Memorandum of Understanding between Adult Education and Clay County Literacy Coalition.pdf](#)

10. [C-11 Resolution 16-07 Endorsing Red Ribbon Week October 22-30, 2015](#)

Attachment: [Red Ribbon Week 2015.pdf](#)

11. [C-12 Chemical Hygiene & Laboratory Safety Plan](#)

Attachment: [Oct - 2015 - ClaychemhygieneplanFinal.pdf](#)

12. [C-13 Interagency Agreement Between the School Board of Clay County and Clay Action Coalition, Inc.](#)

Attachment: [CAC CCSD Interagency Agreement for office rental 2015-2016.pdf](#)

13. [C-14 K-12 Academic Support Services Student Travel](#)

Attachment: [Oct 2015 - Student Travel.pdf](#)

14. [C-15 Resolution 16-06 Florida Family Engagement in Education Month](#)

Attachment: [RESOLUTION 16-01.pdf](#)

[15. C-16 Episcopal Children's Services Head Start/Early Head Start MOU 2015-16.](#)

Attachment: [Episcopal Children's Head Start Early Head Start Clay 15 16.pdf](#)

[16. C-17 2015-16 Florida State College of Jacksonville Dual Enrollment Agreement](#)

Attachment: [Oct 2015 - FSCJ Dual Enrollment 2015-2016 Final 09142015FSCJ.pdf](#)

[17. C-18 Over-Night In-State Student Travel for CTE](#)

Attachment: [CTE Overnight Field Trip Board Back-Up.pdf](#)

[18. C-19 Proclamation 16-08 declaring September 21-25, 2015 "Founders Week" in Clay County](#)

Attachment: [10-15-15 Proclamation Founders Week.pdf](#)

[19. C-20 St. Vincent's Athletic Sponsorship Agreement for Sport Medicine Services](#)

Attachment: [Oct - 2015 - St. Vincent's Athletic SPONSORSHIP AGREEMENT FOR SPORTS MEDICINE SERVICES.pdf](#)

[20. C-21 District Instructional Leadership and Faculty Development Grant](#)

Attachment: [Approved Inst Leadership Grant 15-16.pdf](#)

**Business Affairs**

[21. C-22 Warrants and Vouchers for September 2015](#)

Attachment: [WARRANTS AND VOUCHERS SEPT 2015.pdf](#)

[22. C-23 Monthly Property Report - September, 2015 - Furniture/Equipment](#)

Attachment: [Furniture-Equipment Report-September, 2015.pdf](#)

[23. C-24 Monthly Property Report - September, 2015 - AV Materials](#)

Attachment: [Audiovisual Report-September, 2015.pdf](#)

[24. C-25 Monthly Property Report - September, 2015 - Software](#)

Attachment: [Software Report-September, 2015.pdf](#)

[25. C-26 Monthly Property Report - September, 2015 - Vehicles](#)

Attachment: [Vehicles Report-September, 2015.pdf](#)

[26. C-27 Deletion of Certain Items Report - October, 2015](#)

Attachment: [Deletion Report-October, 2015.pdf](#)

Attachment: [Deletion Report \(Attachment\)-October, 15.pdf](#)

[27. C-28 Budget Amendments for the Month of September, 2015](#)

Attachment: [SEPT Impact Stmt.pdf](#)

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

[28. C-29 Monthly Financial Report for September, 2015](#)

Attachment: [PAGE 1 MONTHLY FINANCIAL-Sum Cash.pdf](#)

Attachment: [PAGE 2 MONTHLY FINANCIAL GREV.pdf](#)

Attachment: [PAGE 4 MONTHLY FINANCIAL DSREVEXP.pdf](#)

Attachment: [PAGE 5 Capital Projects.pdf](#)

Attachment: [PAGE 6 MONTHLY FINANCIAL FOOD SERVICE.pdf](#)

Attachment: [PAGE 7 MONTHLY FIN SPREV42X .pdf](#)

Attachment: [Copy of PAGE 8 MONTHLY FINANCIA ARRA-SPREV43X .pdf](#)

Attachment: [PAGE 10 MONTHLY FINANCIAL INSURANCE.pdf](#)

Attachment: [Copy of PAGE 3 MONTHLY FINANCIAL GREXP Sept 2015.pdf](#)

**Support Services**

[29. C-30 Pre-Qualification of Contractors](#)

Attachment: [Contractor List 10,15,15.pdf](#)

[30. C-31 License Agreement with the State of Florida Department of Transportation](#)

Attachment: [Agreement FDOT MHS 10,15,15.pdf](#)

[31. C-32 Project Priority List \(P.P.L.\) to Identify Eligible](#)

Projects for C.O. & D.S. Expenditures

Attachment: [PPL 2015.pdf](#)

32. C-33 Schematic/Preliminary/Final (Phase I, II & III) Plans and Specifications for Lakeside Elementary School Lighting

33. C-34 Final Completion of Keystone Heights Elementary School Remodel Building 4

Attachment: [Final Completion KHE B4.pdf](#)

34. C-35 Final Completion of Lake Asbury Elementary School Fire Alarm Replacement

Attachment: [LAE Fire Alarm Final Completion.pdf](#)

35. C-36 Final Completion of S. Bryan Jennings Elementary School HVAC Replacement Buildings 1, 2 and 3

Attachment: [Final Completion SBJ HVAC.pdf](#)

**Adoption of Consent Agenda**

36. Adoption of Consent Agenda

**Minutes:** Chairman McKinnon began by reminding the audience and public speakers to be respectful and courteous during the meeting. Prior to approval of the Consent Agenda, Item C-6, Legislative Priorities for 2016, was addressed by Travis Christensen.

**Motions:**

Motion to approve the Consent agenda - PASS with the exception of Items C-2 and C-3 that were moved to Discussion.

**Vote Results**

Motion: Carol Studdard

Second: Janice Kerekes

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

### **Recognitions and Awards**

37. Sharon Moore, Lake Asbury Junior High - Warren Tracey Beginning Teacher Award

**Minutes:** Mike Wingate, Director of K-12 Academic Services, introduced Sharon Moore who was the recipient of this state-wide award sponsored by Houghton Mifflin that recognizes social studies teachers new to the field who exhibit outstanding leadership and community involvement, lesson design and instructional practices.

38. Stephen McCloskey, Program Manager - Alliance for a Healthier Generation

**Minutes:** Stephen McCloskey, representing the Executive Committee for the Florida Coordinated School Health Partnership and Florida Action for Healthy Kids, congratulated the school district on achieving the Silver level "Healthy District" distinction. He presented the School Board with a banner that represents this distinction.

### **Presenters**

39. Clay County Education Foundation Check Presentation

**Minutes:**

Kathy Schofield, Executive Director of the Clay County Education Foundation, made this presentation on behalf of the Foundation. The CCEF made an affiliation with the regional STEM Hub of Jacksonville who donated \$25,900 to help expand the Robotics programs and after-school STEM clubs into the schools that have not yet been served. The Education Foundation is matching the donation for a total of \$51,800.

### **Scheduled Citizen Requests**

40. Brandye Mackey

**Minutes:**

Mrs. Mackey expressed frustration that her son was dismissed from the FIH football team. She is unhappy with how this was handled by the coaches and administration.

Speaker from the audience: Nancy Snark supported the school's decision.

## Discussion Agenda

### Superintendent

#### 41. D-1 Superintendent's Update

**Minutes:** Superintendent Van Zant spoke briefly about the district's legislative priorities. He gave a brief report of a recent state superintendents' meeting in which the superintendents took a united stand in appealing to the Commissioner of Education to suspend school grades for the 2014-2015 school year.

#### 42. C-2 Schedule the Regular November board meeting for Tuesday, November 17, 2015

**Minutes:** Mrs. Studdard pulled the item to make sure the Board was aware of the change in state law which no longer requires districts to hold the November meeting on the third Tuesday following the first Monday. Superintendent Van Zant explained that this recommendation was made to be consistent with past practice and because of the Thanksgiving break.

#### **Motions:**

Superintendent recommends - PASS approval.

#### **Vote Results**

Motion: Carol Studdard

Second: Ashley Gilhousen

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

#### 43. C-3 Approve for advertising amendments to School Board Policy 6GX-10-5.02C, Use of School Buildings, Grounds, and Equipment (Item pulled by Mrs. Kerekes)

Attachment: [5.02 C Use of School Bldgs Grounds Equip for Adv 10--15-15.pdf](#)

#### **Minutes:**

Speaker from the audience: Travis Christensen

Board discussion followed with Mrs. Kerekes asking for a copy of the rental agreement for the Good News Club at Wilkinson Elementary School.

Superintendent Van Zant explained that the policy revision was recommended for the safety of students. In response to Board discussion, he emphasized that all clubs and organizations must be treated equally.

**Motions:**

Superintendent recommends approval - PASS

**Vote Results**

Motion: Elizabeth Condon

Second: Ashley Gilhousen

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Nay

Johnna McKinnon - Aye

Carol Studdard - Aye

**School Board Members**

[44. D-2 Insurance Committee Update \(Item submitted by Betsy Condon\)](#)

**Minutes:**

Speakers from the audience: (supported the Insurance Committee's recommendation)

- Smitty Huffman
- Keith Nichols
- Rebecca Smith
- Charlene Laidler

Mrs. Condon took the opportunity to explain the insurance rebate received by some employees who took the HMO plan.

**Deputy Superintendent**

[45. D-3 Consider Insurance Committee's Recommendation for Proposal \(RFP\) for Medical Health Insurance Benefits](#)



**Minutes:**

Speakers from the audience: (supported the Insurance Committee's recommendation)

- Liz Crane
- Victoria Kidwell
- Keith Nichols
- Rebecca Smith

Following board discussion, consensus was to support the recommendation because that is what the Insurance Committee asked for.

Superintendent Van Zant stated for the record that Sheila Gann will replace Nancy Racine on the Insurance RFP Committee.

**Motions:**

Motion to approve the Committee's recommendation for RFP. - PASS

**Vote Results**

Motion: Carol Studdard

Second: Janice Kerekes

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

[46. D-4 Designate Vice Chairman Betsy Condon as Voting Member for Insurance RFP Committee](#)

**Minutes:** Out of caution, it was felt that the Board should make this designation through an official vote.

**Motions:**

Superintendent recommends approval - PASS

**Vote Results**

Motion: Janice Kerekes

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

47. D-5 Present Appointees to Serve on the District Advisory Committee

**Minutes:** Following discussion, the Board decided to advertise seeking candidates. The item will be placed on the November agenda for further discussion.

**Human Resources**

48. D-6 Human Resources - Special Action A

Attachment: Special Action A 10 15 15.pdf (Confidential Item)

**Motions:**

Motion to approve - PASS

**Vote Results**

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

49. D-7 Human Resources - Special Action B

Attachment: Special Action B 10 15 15.pdf (Confidential Item)

**Motions:**

Motion to approve - PASS

**Vote Results**

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

**50. [D-7-A Human Resources - Special Action C](#)**

Attachment: 10-15-15 HR Special Action C.pdf (Confidential Item)

**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

**51. [D-7-B Human Resources - Special Action D](#)**

Attachment: 10-15-15 HR Special Action D.pdf (Confidential Item)

**Motions:**

Motion to approve - PASS

**Vote Results**

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

Carol Studdard - Aye

**Instruction**

52. D-8 Public Hearing to approve as advertised 2015-16 Admissions and Placement Manual, included as School Board Policy

Attachment: [A and P Manual revised 2015.pdf](#)

**Minutes:** Chairman McKinnon opened the Public Hearing. With no one present to speak to the item, the Public Hearing was closed.

**Motions:**

Motion to approve - PASS

**Vote Results**

Motion: Carol Studdard

Second: Ashley Gilhousen

Elizabeth Condon - Aye

Ashley Gilhousen - Aye

Janice Kerekes - Aye

Johnna McKinnon - Aye

Carol Studdard - Aye

53. D-9 Public Hearing to approve as advertised 2015 - 2016 Student Progression Plan

Attachment: [STUDENT PROGRESSION PLAN COVER PAGE 15-16.pdf](#)

Attachment: [STUDENT PROGRESSION PLAN INTRODUCTION 15-16.pdf](#)

Attachment: [ELEMENTARY EDUCATION SPP 15-16.pdf](#)

Attachment: [SECONDARY EDUCATION 15-16.pdf](#)

Attachment: [EXCEPTIONAL STUDENT EDUCATION 15-16.pdf](#)

Attachment: [ADULT EDUCATION 15-16.pdf](#)

**Minutes:** Chairman McKinnon opened the Public Hearing. With no one present to speak to the item, the Public Hearing was closed.

**Motions:**

Motion to approve - PASS

**Vote Results**

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

54. D-10 Charter School Review Committee  
Recommendation of the Clay Classical Academy  
Application

Attachment: [Clay Classical Academy  
Application.pdf](#)

Attachment: [Clay Classical Academy  
Appendices.pdf](#)

Attachment: [Clay Classical Academy  
Evaluation.pdf](#)

**Minutes:**

This item was stricken from the agenda due to the withdrawal of the Charter School application.

Chairman McKinnon read excerpts from Mr. Korach's letter of withdrawal.

Speaker from the audience - Smitty Huffman

(9:15 p.m.) Due to a family emergency, Superintendent Van Zant left at this point in the meeting and Deputy Superintendent Diane Kornegay took his place at the Dais.

**Presentations from the Audience**

55. Speakers

**Minutes:**

Shanna Mace - opting out of state required assessments

Christopher Trahan - teacher salaries and insurance

Kim Stacy - work hours/bus routes cut

Tracy Butler (representing CCEA) - teacher writing campaign

Tracy Butler (representing CESPA) - violations and broken policies

**Superintendent's Requests**

56. [Comments](#)

**Minutes:** Mrs. Kornegay asked everyone to keep the Superintendent's family in their prayers.

**School Board's Requests**

57. [Comments](#)

**Minutes:** Board members made general comments about a variety of topics.

**Attorney's Requests**

**Adjournment** (9:54 p.m.)

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**Superintendent**

\_\_\_\_\_  
**Chairman**