



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 - 4:30 p.m.
Regular Meeting - 7:00 p.m.

September 18, 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 Owens was also present.

Consent Agenda

Superintendent

2. [C-1 Minutes of special pupil request hearings, student disciplinary hearings and regular meeting on August 21, 2008](#)

Attachment: [Aug2108.pdf](#)

Attachment: [Aug2108SPR.pdf](#)

Attachment: Aug2108Disc.pdf (Confidential Item)

Deputy Superintendent

3. ~~C-2 Advertise CCSB Policy 6GX-10-4.64 School-Based Curricular and Extra-Curricular Clubs~~

Attachment: ~~CCSB - Amendment 4.64 School-Based Clubs.pdf~~

4. [C-3 Amendments to the 2008-2009 Staff Allocations](#)

Attachment: [Allocation Summary - Current Backup.pdf](#)

Human Resources

5. [C-4 Personnel Consent Agenda](#)

Attachment: [Personnel Consent Agenda 9-18-08.pdf](#)

Instruction

6. [C-5 Co-Enrollee list for August 2008](#)

Attachment: Co-Enrollee list for August 2008.pdf (Confidential Item)

7. [C-6 District Improvement Assistance and Intervention Plan](#)

8. [C-7 Renewal contract with Florida Learning Alliance, Inc. for providing services associated with the web-based staff development management system, my-points.org, for the period of July 1, 2008 through June 30, 2009.](#)

Attachment: [FL LRNG ALLIANCE MPO RENEWAL 073008.pdf](#)

9. [C-8 Student Travel](#)

Attachment: [BOARD BACKUP-SEPTEMBER 18, 2008.pdf](#)

10. [C-9 Quarterly Log of Student Travel](#)

Attachment: [BOARD BACKUP-QUARTERLY LOG-SEPTEMBER 18, 2008.pdf](#)

11. [C-10 Safety and Education Articulation Agreement between the School Board of Clay County, the Board of County Commissioners of Clay County and the Office of the Sheriff of Clay County](#)

Attachment: [CCSO SEAA.pdf](#)

12. [C-11 Safety and Education Articulation Agreement between the School Board of Clay County, the City Council of the City of Green Cove Springs and the Green Cove Springs Police Department](#)

Attachment: [GCSPD SEAA.pdf](#)

13. [C-12 Interagency Agreement between the School Board of Clay County, the Department of Juvenile Justice Circuit 4, YCC, CCSO, GCSPD, OPPD, SAO and DCF regarding Habitual Truants](#)

Attachment: [JJ habitual truant.pdf](#)

14. [C-13 Interagency Agreement between the School Board of Clay County, the Department of Juvenile Justice Circuit 4, CCSO, GCSPD, OPPD and SAP regarding Sharing of Confidential Information](#)

Attachment: [juv jus ia re sharing of confidential information.pdf](#)

15. [C-14 2008-2010 School Health Plan](#)

Attachment: [Health Services Plan.pdf](#)

16. [C-15 Receive for Information - District K-12 Reading Plan](#)

Attachment: [Reading Plan 0809.pdf](#)

17. [C-16 Addendum to the Contractual Agreement between the School District of Clay County and Clarke Auditory/Oral Center Jacksonville Private School for school year 2008-2009.](#)

Attachment: [Clarke School Addendum 2008 09.pdf](#)

18. [C-17 Bannerman Learning Center Placements in Lieu of Expulsion and ESE Alternative School Update](#)

Attachment: [BLC placements.pdf](#)

Business Affairs

19. [C-18 Monthly Property Report - August, 2008 - Furniture/Equipment](#)

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

20. [C-19 Monthly Property Report - August, 2008 - AV Materials](#)

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

21. [C-20 Monthly Property Report - August, 2008 - Software](#)

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

22. [C-21 Monthly Property Report - August, 2008 - Vehicles](#)

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

23. [C-22 Deletion of Certain Items Report - September, 2008](#)

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

Attachment: [Deletion Report \(Attachments\)-September, 08.pdf](#)

24. [C-23 2007-08 Fiscal Year Program Cost Report](#)

Attachment: [2007-08 Cost Report.pdf](#)

25. [C-24 Warrants and Vouchers for AUGUST, 2008](#)

Attachment: [WARRANTS AND VOUCHERS AUGUST, 2008.pdf](#)

26. [C-25 Bid Renewals September 2008](#)

27. [C-26 Bids to Be Awarded September 2008](#)

28. [C-27 Budget Amendments for the Month of June, 2008](#)

Attachment: [AGENDA-budget cover sheet impact stmt June 2008.pdf](#)

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

Support Services

29. [C-28 Pre-Qualification of Contractors](#)

Attachment: [Contractor List 9,21,08.pdf](#)

30. [C-29 Engineer Appointment for Professional Mechanical and Electrical Engineering Services County-Wide](#)

31. [C-30 Construction Contract Award to Install New Chiller at Ridgeview High School](#)

Attachment: [Bid Tab.1 .pdf](#)

32. [C-31 Additive Change Order #3 to Re-Roof Buildings 1 and 2 at Keystone Heights High School.](#)

Attachment: [KHH Roof CO#3.Pg1.pdf](#)

Attachment: [KHH Roof CO#3 Pg 2.pdf](#)

33. [C-32 Additive Change Order #1 for Fire Alarm Replacement at Lakeside Junior High School](#)

Attachment: [CO 1.pdf](#)

34. [C-33 Additive Change Order #1 for Renovation of Restrooms/Shower Rooms at Green Cove Springs Jr. High School](#)

Attachment: [GCSJH.RR.CO.Pg1.pdf](#)

Attachment: [GCSJH.RR.CO.Pg2.pdf](#)

35. [C-34 Final Completion of Shadowlawn Elementary School](#)

Attachment: [SLE Final Completion.pdf](#)

36. [C-35 Additive Change Order 7 for Plantation Oaks Elementary School](#)

Attachment: [CO 7, POE.pdf](#)

37. [C-36 Appraisal, Survey, Environmental Study and Quit Claim Deed for Donation of 30 Acres Adjacent to Elementary School Y](#)

Attachment: [Y Donation Appraisal Summary.pdf](#)

Attachment: [Y Donation Enviro.pdf](#)

Attachment: [Y Survey & Legal.pdf](#)

Attachment: [Y Conservation Easement.pdf](#)

Attachment: [Y Quit Claim Deed.pdf](#)

38. [C-37 Additive Change Order #3 \(Days Only\) to Re-Roof Buildings 1 and 3 at Clay High School](#)

Attachment: [CHS.Roof.CO#3.Pg1.pdf](#)

Attachment: [CHS.Roof.CO#3.Pg2.pdf](#)

39. [C-38 Substantial Completion of Clay High School A/C Duct Board Replacement \(Phase II\)](#)

40. [C-39 Substantial Completion of Green Cove Springs Jr. High School Renovation of Restrooms/Shower Rooms](#)

41. [C-40 Substantial Completion of Lake Asbury Elementary School Re-Roof Buildings 1, 2, 3 & 4](#)

42. [C-41 Substantial Completion of Keystone Heights High School Re-Roof Buildings 1 and 2](#)

43. [C-42 Substantial Completion of Clay High School Re-Roof Buildings 1 and 3](#)

44. [C-44 Substantial Completion of Lakeside Junior High School Fire Alarm Replacement](#)

45. [C-45 Final Completion of Lake Asbury Elementary School Re-Roof Buildings 1, 2, 3 and 4](#)

46. ~~C-46 Easement with Centex Homes at Thunderbolt Elementary School~~

Attachment: ~~Centex Easement.pdf~~

47. [C-47 Final Completion of Keystone Heights High School Re-Roof Buildings 1 and 2](#)

48. [C-48 Substantial Completion of Middleburg Elementary School Parking/Drive Improvements](#)

Attachment: [MBE Substantial Completion.pdf](#)

49. [C-49 Final Completion of Lakeside Junior High School Fire Alarm Replacement](#)

50. [C-50 Substantial Completion of Thunderbolt Elementary School Parking/Drive Improvements](#)

Attachment: [TBE Substantial Completion.pdf](#)

51. [C-51 Final Completion of Thunderbolt Elementary School Parking/Drive Improvements](#)

Attachment: [TBE Final Completion.pdf](#)

52. [C-52 Final Completion of Middleburg Elementary School Parking/Drive Improvements](#)

Attachment: [MBE Final Completion.pdf](#)

Adoption of Consent Agenda

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

Minutes: Items C-2 and C-46 were withdrawn by staff and no action was taken on these items. Consent Item C-43 was moved to discussion by Mrs. Vallencourt.

Motions:

Approve the Consent Items as presented, with the exception of C-2 and C-46 which were withdrawn, and C-43 which was moved to Discussion. - PASS

Vote Results

Motion: Wayne Bolla

Second: Carol Vallencourt

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Recognitions and Awards

54. [Orange Park High School Academy of Health Science](#)

Minutes: Paul Parker, Director of Career & Technical Education, recognized the Academy of Health Science and its instructors. The Academy received Exceeding Standards during their accreditation visit. Mrs. Studdard read a prepared statement from Mike Elia, Assistant Principal at OPHS, expressing appreciation to the instructors for their hard work and dedication to this program. Mr. Elia could not be present due to a conflict. Mr. Parker took the opportunity to also update the School Board about other Career academies in the school district.

55. [Recognize the school district's Student and Staff Data Reporting Team for outstanding performance in Data Quality Reporting for the DOE Information Data Base](#)

Minutes: Superintendent Owens, along with Tom Moore, Director of Information Services, recognized Bruce McGuffey, Vickie Stokley and Lorraine Hans for the quality of the student and staff data information being reported from the school district to the Florida Department of Education. Clay County was one of five school districts to receive special recognition from the DOE.

Scheduled Citizen Requests (None)

Presenters (None)

Discussion Agenda

Deputy Superintendent

56. [Public Hearing - Adoption of CCSB Policy 6GX-10-1.11 Social Security Numbers](#)

Attachment: [CCSB - Policy CCSB 1.11 Social Security Numbers.pdf](#)

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

Motions:

Approve adoption of this policy as submitted. - PASS

Vote Results

Motion: Lisa Graham

Second: Charlie VanZant

Wayne Bolla - Aye

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

57. [Public Hearing - Amendments to CCSB Policy 6GX-10-4.50 Animals in the School Environment](#)

Attachment: [CCSB - Amendment 4.50 Animals in the School Env.pdf](#)

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

Motions:

Approve this 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

58. [Waiver to the Commissioner of Education for Reduction of 2008-2009 School Term by Two Days](#)

Attachment: [Waiver - Tropical Storm.pdf](#)

Motions:

Approve submission of waiver - PASS

Vote Results

Motion: Charlie VanZant

Second: Lisa Graham

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Human Resources

59. [Division of Human Resources - Special Action "A"](#)

Attachment: HR Special Action A - 9-18-08.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Charlie VanZant

Wayne Bolla - Aye

Charlie VanZant - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

60. [Division of Human Resources - Special Actions "B"](#)

Attachment: HR Special Action B - 9-18-08.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Charlie VanZant

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

61. [Division of Human Resources - Special Actions "C"](#)

Attachment: HR Special Action C - 9-18-08.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Charlie VanZant

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard	- Aye
Carol Vallencourt	- Aye
Charlie VanZant	- Aye

62. [Division of Human Resources - Special Actions "D"](#)

Attachment: HR Special Action D - 9-18-08.pdf (Confidential Item)

Attachment: Parks Last Chance Agreement.pdf (Confidential Item)

Motions:

Approve the action as presented. - PASS

Vote Results

Motion: Carol Vallencourt

Second: Charlie VanZant

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

63. [Ratify the 2008-2009 Contract Amendment between the Clay Educational Staff Professional Association, Local 7409, and the School District of Clay County](#)

Attachment: [CESPA RATIFICATION DOCUMENT.pdf](#)

Minutes: Ken Carter, President of CESPA, was present for the signing of the official Term of Agreement.

Motions:

Ratify the Tentative Agreement which includes an approximate 3% salary increase, not including benefits. - PASS

Vote Results

Motion: Charlie VanZant

Second: Lisa Graham

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Instruction

64. [Public Hearing to approve as advertised, amendments to 2008-2009 Student Progression Plan](#)
Attachment: [BOARD BACKUP-STUDENT PROGRESSION PLAN-SEPTEMBER, 2008.pdf](#)

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

Motions:

Approve revisions 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

Business Affairs

65. [Superintendent's Annual Financial Report for the FYE 6-30-2008](#)

Attachment: [2007-08 AFR 348.pdf](#)

Minutes: Dr. George Copeland, Assistant Superintendent for Business Affairs, announced the Annual Financial Report for fiscal year ending 6-30-08 has been submitted to the state. The report identifies beginning and ending fund balances as well as expenditures for the 2007-08 fiscal year.

Motions:

Approval of the Annual Financial Report for the period of July 1, 2007 through June 30, 2008, as presented. - PASS

Vote Results

Motion: Charlie VanZant

Second: Wayne Bolla

Wayne Bolla - Aye

Lisa Graham - Aye

Carol Studdard - Aye

Carol Vallencourt - Aye

Charlie VanZant - Aye

Support Services

66. [C-43 \(Vallencourt\) OakLeaf High School Guaranteed Maximum Price Bid Package 2](#)

Attachment: [OHS GMP 2.pdf](#)

Minutes: Mrs. Vallencourt pulled the item for visibility due to the high dollar amount. It was related that the bid package actually came in lower than anticipated. There was discussion about whether

the contingency should be included within the contract. This would allow encumbrances up front within the contents of the contract rather than changes coming before the Board for approval in the form of Change Orders.

Motions:

Approve OakLeaf High School Guaranteed Maximum Price Bid Package 2 with a revision to remove the \$910,731.00 contingency funds commitment from the contract. - PASS

Vote Results

Motion: Lisa Graham

Second: Carol Vallencourt

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

Presentations from the Audience (None)

Superintendent Requests (None)

School Board's Requests

67. [Board Member Updates](#)

Minutes:

- At the request of Mrs. Vallencourt, Dr. Copeland reassured the Board that the school district's financial status is stable in light of the declining economy.
- At Mr. Bolla's request, Mr. Elliott reported on the response to an email received regarding the BCC's question on Educational Impact Fees. Mr. Bickner responded that he has discussed this issue with the County's Attorney.
- Regarding School Concurrency, all documents are in place except for a late issue with the Town of Orange Park.
- At Mrs. Studdard's request, Mrs. Adams reported that we are currently 329 students below our projections.
- Mrs. Studdard congratulated Mr. Frank Ferrell who was elected as the new District 4 School Board Member. Mrs. Studdard was re-elected as the District 2 representative.

Adjournment (8:15 p.m.)

Superintendent Chair

