

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
December 20, 2016

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by Suwannee Primary School

Citizen Input (A *Citizen Input Form* must be completed and submitted to the secretary to the Superintendent/School Board prior to addressing the Board. We ask that speakers keep their comments to two minutes.)

The Superintendent recommends approval to adopt the Agenda.

The Superintendent recommends approval of the Consent Agenda.

CONSENT AGENDA

Anyone present may approach the Board concerning any item on this agenda. Board members may pull any item on the Consent Agenda for discussion and separate action.

1. The Superintendent recommends approval of the following Minutes:
(pgs. 6-23)

| | |
|-------------------|--------------------------|
| November 15, 2016 | - Workshop Session |
| November 22, 2016 | - Reorganization Meeting |
| | - Public Hearing |
| | - Regular Meeting |

2. The Superintendent recommends approval of the monthly financial statement for November 2016.

3. The Superintendent presents the following bills for the period November 1-30, 2016:

General Fund

| | | |
|---------------------------|----|---------------------|
| #164581 - 164863 | \$ | 2,094,941.65 |
| Electronic Fund Transfers | | <u>2,706,575.52</u> |
| | \$ | 4,801,517.17 |

Federal Fund

| | | |
|---------------------------|----|-------------------|
| #48765 - 48846 | \$ | 205,533.60 |
| Electronic Fund Transfers | | <u>375,020.80</u> |
| | \$ | 580,554.40 |

Food Service Fund

| | | |
|---------------------------|----|------------------|
| #31092 - 31157 | \$ | 184,106.64 |
| Electronic Fund Transfers | | <u>82,863.18</u> |
| | \$ | 266,969.82 |

2.0 LCIF

| | | |
|---------------------------|----|-------------|
| #7477 - 7487 | \$ | 192,066.78 |
| Electronic Fund Transfers | | <u>0.00</u> |
| | \$ | 192,066.78 |

4. The Superintendent recommends approval of the following budget amendments for fiscal year 2016-2017:

| | | | |
|----------------|---------------------|-------------|-------------------------|
| <u>General</u> | <u>Construction</u> | <u>LCIF</u> | <u>Special Revenues</u> |
| I-5 | III-1 | III-5 | IV-5 (Federal) |

5. The Superintendent recommends approval for disposal of property as per the attached Property Disposition Form dated December 20, 2016. (pgs. 24-25)

6. The Superintendent recommends approval of the following contracts/agreements for the 2016-2017 school year: (RENEWAL) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

- #2017-84 Career Pathways Articulation Agreement between Taylor Technical Institute and District School Board of Suwannee County for Allied Health Assisting for Program of Study: Patient Care Technician, Practical Nursing, and Nursing Assistant; Digital Design for Program of Study: Administrative Office Specialist (*Renewal*) (pgs. 26-33)
- #2017-88 Contract between the Florida Learning Alliance, Inc. (FLA, Inc.) and the District School Board of Suwannee County to provide a staff development management system referred to as the Track Application and related support services (*Renewal/Revised*) (pgs. 34-41)

7. The Superintendent recommends approval to accept the following donated item:

| <u>Site</u> | <u>Item</u> | <u>Donor</u> |
|-------------|---|----------------------------------|
| District | 2008 Chevrolet Impala (Value: \$2,580) | Suwannee County Sheriff's Office |

8. The Superintendent recommends approval of the following student transfers for the 2016-2017 school year. Parents will provide transportation.

District Reassignment:

| FIRST NAME | LAST NAME | TO | FROM | GRADE |
|------------|-------------|----------|-----------|-------|
| Ava | Osburn | Suwannee | Lafayette | 4 |
| Robert E. | Osburn, III | Suwannee | Lafayette | 9 |
| Justin | White | Suwannee | Hamilton | 7 |

Zone Reassignment:

| FIRST NAME | LAST NAME | TO | FROM | GRADE |
|------------|-----------|-----|------|-------|
| Adalie | Cowart | BHS | SHS | 7 |
| Jaxson | Cowart | BES | SES | K |
| Texas | Cowart | BES | SES | 4 |
| Bailey | Jackson | BES | SES | K |
| Ethan | Jackson | BES | SES | 2 |

REGULAR AGENDA

Chief Financial Officer – Vickie DePratter:

1. The Superintendent recommends approval to add Malcolm Hines to serve on the Suwannee County School District Collective Bargaining/Negotiating Team for 2016-2017. (pg. 42)

Director of Human Resources:

2. The Superintendent recommends approval of the following personnel items for the 2016-2017 school year:
 - a. Add a new Occupational Therapy Assistant/Licensed position (pg. 43)
 - b. Job Description #165 – Occupational Therapy Assistant/Licensed (New) (pg. 44-46)
 - c. Revised the *Salary Schedule 2016-2017 School Nurse – 196 Days* to reflect compensation for Occupational Therapy Assistant/Licensed on Line 2 (pg. 47)
3. Personnel Changes List (pgs. 48-51)

School Board Attorney – Leonard Dietzen:

4. Legal Counsel's Report

Superintendent of Schools – Ted Roush:

5. Superintendent's Report

School Board Members:

6. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
November 15, 2016

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Ed daSilva, Catherine Cason, Julie Ulmer, and Jerry Taylor, along with Chief Financial Officer Vickie DePratter and Administrative Secretary Karen Lager. School Board Member Ronald White arrived at 10:07 a.m. Attorney David Marsey, with Rumberger, Kirk and Caldwell P.A., sat in for School Board Attorney Leonard Dietzen who was absent. Superintendent Jerry Scarborough was absent.

Administrators and others present: Jennifer Barrs (arrived at 11:00 a.m.), Walter Boatright (arrived at 9:42 a.m.), Amy Boggus (arrived at 11:12 a.m.), Dr. Bill Brothers, David Campbell, Mark Carver, Lisa Dorris, Janene Fitzpatrick, Jay Jolicoeur (arrived at 9:30 a.m.), Chris Landrum, Austin Richmond (arrived at 10:40 a.m.), Ted Roush, Elizabeth Simpson, and T.J. Vickers. School Board Member-Elect Tim Alcorn was also present.

Chairman daSilva called the meeting to order at 9:02 a.m.

AdvancED External Review Exit Report.....Janene Fitzpatrick
(pgs. 2-36)

Mrs. Fitzpatrick provided information regarding required actions from the previous accreditation review held five years ago. She then reviewed the AdvancED External Review Exit Report, which was presented to the District on November 2, 2016.

Mrs. Fitzpatrick distributed and reviewed a handout regarding the UChicago Impact 5Essentials proposed contract.

Mrs. Fitzpatrick showed the proposed online Score Card for the District, which is a work in progress at this time.

Job Description.....Elizabeth Simpson
(Occupational Therapist Assistant)

Mrs. Simpson distributed and reviewed a handout on the proposed job description and salary schedule for an Occupational Therapist Assistant position.
(Note: School Board Member Ronald White is now present.)

Student Progression Plans for 2016-2017Janene Fitzpatrick

Mrs. Fitzpatrick reviewed the proposed additions and revisions to the Student Progression Plans for 2016-2017.

The workshop recessed at 10:42 a.m. and resumed at 10:52 a.m.

Progress Monitoring UpdateJanene Fitzpatrick

Mrs. Fitzpatrick provided a PowerPoint presentation regarding an update to Progress Monitoring for the District.

(Note: Mr. daSilva left the workshop during the Progress Monitoring update.)

School Based Administrator and.....Dr. Bill Brothers/
Instructional Performance Appraisal Janene Fitzpatrick
System Plans for 2015-2016 and 2016-2017

Mrs. Fitzpatrick reviewed the proposed changes to the School Based Administrator and Instructional Performance Appraisal System Plans for 2015-2016 and 2016-2017.

Volunteers/Visitors for Field TripsDr. Bill Brothers

Dr. Brothers and Mr. Richmond distributed and reviewed handouts regarding the District Volunteer Handbook and School Board Policy #3.13 School Volunteers. They also provided information regarding the difference between volunteers and visitors.

Five Year Facilities Work Plan..... Mark Carver

Mr. Carver distributed and reviewed the proposed Five Year Facilities Work Plan for 2016-2017.

The workshop adjourned at 12:12 p.m.

SUWANNEE COUNTY SCHOOL BOARD
REORGANIZATION MEETING
November 22, 2016

MINUTES

The Suwannee County School Board held a Reorganization Meeting on this date in the School Board Meeting Room, 702 - 2nd Street, NW, Live Oak, Florida. School Board members present were Tim Alcorn, Catherine Cason, Ed daSilva, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager.

School Resource Officer Lee Willis was also present.

Superintendent Roush called the meeting to order at 5:30 p.m.

Superintendent Presiding

1. Election of School Board Officers to serve through November 2017.

Nomination by Mr. daSilva, second by Ms. Cason, for Mr. Taylor to serve as Chairman through November 2017. MOTION CARRIED UNANIMOUSLY

Supt. Roush turned the gavel over to Chairman Taylor.

Nomination by Mr. White, second by Ms. Cason, for Mr. daSilva to serve as Vice-Chairman through November 2017. MOTION CARRIED UNANIMOUSLY

Chairman Presiding

2. Establishment of official meeting dates and times through November 2017.

MOTION by Mr. daSilva, second by Ms. Cason, to continue holding meetings on the fourth Tuesday of each month at 6:00 p.m., at the School Board Meeting Room, 702 – 2nd Street NW, Live Oak, Florida, with the exception of the February 2017 meeting, which will be held in Branford, Florida.

Discussion followed. Mr. White asked for Board meetings to begin at 7:00 p.m., instead of 6:00 p.m. Consensus of Board members was to keep the time for Regular Board meetings to begin at 6:00 p.m.

Mr. White asked to discuss the possibility of moving workshop times to accommodate the community to be able to attend. Consensus of Board members was to keep the Workshop schedule as is.

Mr. White asked to hold two Board meetings in Branford – one in February and in one additional month. Consensus of Board was to hold two meetings in Branford – one in February 2017 and one in October 2017.

AMENDED MOTION by Mr. daSilva, second by Mr. White, to include a second meeting in Branford, to be held in October 2017. AMENDED MOTION CARRIED UNANIMOUSLY

ORIGINAL MOTION by Mr. daSilva, second by Ms. Cason, to continue holding meetings on the fourth Tuesday of each month at 6:00 p.m., at the School Board Meeting Room, 702 – 2nd Street NW, Live Oak, Florida, with the exception of the February 2017 meeting, which will be held in Branford, Florida, along with the Amendment to include an additional meeting in Branford in October 2017. MOTION WITH AMENDMENT CARRIED UNANIMOUSLY

3. Selection of one School Board member to serve as the Small School District Council Consortium (SSDCC) School Board Designee for our District.

Nomination by Mr. Alcorn, second by Mr. White, for Mr. daSilva to serve as the Small School District Council Consortium (SSDCC) School Board Designee for our District. MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 5:49 p.m.

SUWANNEE COUNTY SCHOOL BOARD
PUBLIC HEARING
November 22, 2016

MINUTES

The Suwannee County School Board held a Public Hearing on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Catherine Cason, Ed daSilva, Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager.

School Resource Officer Lee Willis was also present.

Chairman daSilva called the hearing to order at 5:55 p.m.

Director of Human Resources – Dr. Bill Brothers:

1. Final review of additions and revisions to the Suwannee County School Board Policy Manual as follows: (Copies are available for review in the office of the Director of Human Resources.) (pg. 8)

| | |
|--------|---|
| #4.019 | Grade Forgiveness (<i>New</i>) |
| #4.09 | Athletics (<i>Revised</i>) |
| #6.131 | Teaching Out of Field (<i>Revised</i>) |
| #6.401 | Conflict of Interest in Purchasing (<i>Revised</i>) |

Chairman Taylor called for comments or questions regarding the additions and revisions to the Suwannee County School Board Policy Manual and there were none.

The hearing adjourned at 5:56 p.m.

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
November 22, 2016

MINUTES

The Suwannee County School Board met in Regular Session on this date in the School Board Meeting Room, 702 - 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Ed daSilva, Catherine Cason, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager.

School Resource Officer Lee Willis was also present.

Chairman Taylor called the meeting to order at 6:00 p.m.

Chairman Taylor welcomed newly elected Superintendent of Schools Ted Roush and School Board Member Tim Alcorn.

Student remarks and pledge to the flag by Suwannee Elementary School Safety Patrol student organization.

Citizen Input (A *Citizen Input Form* must be completed and submitted to the secretary to the Superintendent/School Board prior to addressing the Board. We ask that speakers keep their comments to two minutes.)

➤ There were none.

MOTION by Mr. daSilva, second by Mr. White, for approval to adopt the Agenda.
MOTION CARRIED UNANIMOUSLY

MOTION by Ms. Cason, second by Mr. daSilva, for approval of the Consent Agenda. MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

Anyone present may approach the Board concerning any item on this agenda. Board members may pull any item on the Consent Agenda for discussion and separate action.

1. Approval of the following Minutes: (pgs. 9-26)

| | |
|------------------|--------------------|
| October 11, 2016 | - Workshop Session |
| | - Special Meeting |
| October 25, 2016 | - Regular Meeting |

2. Approval of the monthly financial statement for October 2016.

3. The following bills for the period October 1-31, 2016:

General Fund

| | | |
|---------------------------|----|---------------------|
| #164258 - 164580 | \$ | 2,109,643.44 |
| Electronic Fund Transfers | | <u>2,552,273.41</u> |
| | \$ | 4,661,916.85 |

Federal Fund

| | | |
|---------------------------|----|-------------------|
| #48671 - 48764 | \$ | 350,865.16 |
| Electronic Fund Transfers | | <u>424,062.46</u> |
| | \$ | 774,927.62 |

Food Service Fund

| | | |
|---------------------------|----|------------------|
| #31020 - 31091 | \$ | 244,945.30 |
| Electronic Fund Transfers | | <u>90,624.54</u> |
| | \$ | 335,569.84 |

2.0 LCIF

| | | |
|---------------------------|----|-----------------|
| #7455 - 7476 | \$ | 198,367.40 |
| Electronic Fund Transfers | | <u>2,593.80</u> |
| | \$ | 200,961.20 |

4. Approval of the following budget amendments for fiscal year 2016-2017:

General
I-4

LCIF
III-4

Special Revenues
IV-4 (Federal)

5. Approval for disposal of property as per the attached Property Disposition Form dated November 22, 2016. **(pgs. 27-28)**
6. Approval of the following contract/agreement for the 2016-2017 school year: **(RENEWAL)**

#2017-82 Engagement Agreement between Rumberger, Kirk & Caldwell, P.A. and Suwannee County School Board for legal services
(Note: The original Engagement Agreement was reviewed and approved by legal counsel, Guy Norris, Columbia County School Board Attorney, and there are no substantive changes to the renewal.) *(Renewal)* **(pgs. 29-34)**

7. Approval of the following student transfers for the 2016-2017 school year.
Parents will provide transportation.

District Reassignment:

| FIRST NAME | LAST NAME | TO | FROM | GRADE |
|--------------|-----------|----------|----------|-------|
| MaKaylin | Raulerson | Columbia | Suwannee | K |
| MaKenzie | Raulerson | Columbia | Suwannee | 3 |
| Marcus | Raulerson | Columbia | Suwannee | 4 |
| John Michael | Boone | Suwannee | Hamilton | 4 |
| Mia | Goodin | Suwannee | Hamilton | K |
| Brendon | Honeycutt | Suwannee | Hamilton | 6 |
| Sean | Jeanmarie | Suwannee | Hamilton | 4 |
| Cameren | Scott | Suwannee | Hamilton | K |

REGULAR AGENDA

Chief Financial Officer – Vickie DePratter:

1. MOTION by Mr. Ed daSilva, second by Ms. Cason, for approval of the following form:

#7200-134 Suwannee County School Board Employee Leave Sell Back Form (*New*) (pgs. 35-36)

MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. White, second by Ms. Cason, for approval of the Suwannee County School Board Internal Accounts Audit for fiscal year end June 30, 2016. (pg. 37)

Board members expressed their concern with the audit findings, which seem to be the same ones every year. Board members felt the need for something to be done so these same issues do not reoccur.

MOTION CARRIED UNANIMOUSLY

Assistant Superintendent of Administration:

(Presented by Chief Financial Officer – Vickie DePratter)

3. MOTION by Mr. daSilva, second by Ms. Cason, for approval of the 2016-2017 Office of Program Policy Analysis and Government Accountability (OPPAGA) School Safety and Security Self-Assessment Form. (A copy is available in the office of the Assistant Superintendent of Administration.) (pg. 38) MOTION CARRIED UNANIMOUSLY

Assistant Superintendent of Instruction – Janene Fitzpatrick:

Mrs. Fitzpatrick asked to pull Item #4 below from the agenda; the item will be brought back at a future Board meeting.

4. ~~The Superintendent recommends approval to advertise additions and revisions to the Suwannee County School District Elementary Student Progression Plan and the Suwannee County School District Secondary Student Progression Plan~~

~~for 2016-2017. (Copies are available in the office of the Assistant Superintendent of Instruction.) (pg. 39)~~

5. MOTION by Mr. daSilva, second by Mr. White, for approval of the following contract/agreement for the 2016-2017 school year: (NEW) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2017-83 Agreement between UChicago Impact LLC and Suwannee County School District for the 5Essentials System (New)
(pgs. 40-56)

MOTION CARRIED UNANIMOUSLY

Director of Facilities – Mark Carver:

6. MOTION by Mr. Alcorn, second by Ms. Cason, for approval to award the following bid:

#17-206 Aerial Lift Bucket Truck (New) to Suwannee Auto Salvage
(pg. 57)

Mr. Carver stated that bids were opened after the Agenda was published. Mr. Carver reviewed the bids that were submitted. Mr. Carver proposed the bid to go to Suwannee Auto Salvage. MOTION CARRIED UNANIMOUSLY

7. MOTION by Mr. daSilva, second by Mr. White, for approval of the Florida Department of Education Five Year Facilities Work Plan for fiscal year 2016-2017. (A copy is available in the office of the Director of Facilities.) (pg. 58)
MOTION CARRIED UNANIMOUSLY

Director of Human Resources – Dr. Bill Brothers:

8. MOTION by Mr. daSilva, second by Ms. Cason, for approval of additions and revisions to the Suwannee County School Board Policy Manual as follows:
(Copies are available in the office of the Director of Human Resources) (pg. 8)

| | |
|--------|---|
| #4.019 | Grade Forgiveness (<i>New</i>) |
| #4.09 | Athletics (<i>Revised</i>) |
| #6.131 | Teaching Out of Field (<i>Revised</i>) |
| #6.401 | Conflict of Interest in Purchasing (<i>Revised</i>) |

MOTION CARRIED UNANIMOUSLY

9. MOTION by Mr. White, second by Mr. daSilva, for approval of the Positive Behavior Intervention Support (PBIS) Module as an amendment to the 2016-2017 Master Inservice Plan developed by the North East Florida Educational Consortium (NEFEC). (pgs. 59-65) MOTION CARRIED UNANIMOUSLY
10. MOTION by Ms. Cason, second by Mr. White, for approval of revisions to the 2015-2016 and 2016-2017 School Board of Suwannee County School Based Administrators Performance Appraisal System Plans. (Copies are available in the office of the Director of Human Resources.) (pg. 66) MOTION CARRIED UNANIMOUSLY
11. MOTION by Mr. daSilva, second by Ms. Cason, for approval of revisions to the 2015-2016 and 2016-2017 School Board of Suwannee County Instructional Performance Appraisal System Plans. (Copies are available in the office of the Director of Human Resources.) (pg. 67) MOTION CARRIED UNANIMOUSLY
12. MOTION by Mr. daSilva, second by Mr. White, for approval of the Personnel Changes List (pgs. 68-74) MOTION CARRIED UNANIMOUSLY

PERSONNEL CHANGES APPROVED:

RESIGNATIONS: INSTRUCTIONAL:

Suwannee Elementary School:

Frances Charlene Redish, Teacher, effective November 10, 2016

Suwannee High School:

Suzanne Wilson, Teacher, effective October 18, 2016

Suwannee Primary School:

Lindsey Thomas, Teacher, effective October 28, 2016

RESIGNATIONS: NON-INSTRUCTIONAL:

Suwannee Elementary School:

Deisy Lopez, Custodian, effective October 20, 2016

Transportation:

Charity Nasworthy, Bus Driver, effective October 28, 2016

Johna Rafferty, Bus Driver, effective October 28, 2016

RECOMMENDATIONS: INSTRUCTIONAL:

Branford Elementary School:

Renita Kelly, Teacher, temporary, effective December 21, 2016

REPLACES: Mandi Howard

District-wide:

Lacey VanEtta, Hearing Impaired Teacher, effective November 7, 2016

REPLACES: Previously Contracted

RIVEROAK Technical College:

Jeffrey Lee, Resource Teacher, effective November 4, 2016

REPLACES: New Position

Suwannee High School:

Ashley Cato Conner, Teacher, non-certificated, effective November 4, 2016

REPLACES: Suzanne Wilson

Suwannee Primary School:

Courtney Goodin, Teacher, effective October 28, 2016

REPLACES: Lindsey Thomas

Janie Philpot, Teacher, temporary, effective November 7, 2016

REPLACES: Rosa Davis

District Wide/21st Century:

The following to work as paraprofessional or teacher in the 21st Century Program:

Teresa Allen

LEAVE OF ABSENCE (ILLNESS IN THE LINE OF DUTY):

RIVEROAK Technical College:

Melissa Francisco, Teacher, September 6 and 19 and 26, 2016, for a total of 15 hours

LEAVE OF ABSENCE (MATERNITY):

Branford Elementary School:

Mandi Howard, tentatively December 21, 2016 through January 31, 2017

MENTORS:

The following to serve as mentors:

| <u>Mentor</u> | <u>Mentee</u> | <u>Location</u> |
|---------------|---------------|-----------------|
| Pam Poole | Jeremy Ulmer | RTC |
| Pam Poole | Kevin Mercer | RTC |

SUPPLEMENTARY:

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>REPLACES</u> |
|--------------------|----------------------------------|-----------------|-----------------|
| Hunter Abercrombie | Varsity Baseball Assistant Coach | SHS | Glen Green |
| Matt Campbell | Varsity Baseball Assistant Coach | SHS | Chad Bonds |
| Robert Cassube* | Assistant Volleyball Coach | BHS | |
| Carlos Diaz | Suwannee Virtual School | SVS | |
| Mickey Dempsey | Girls' Golf Coach | BHS | |
| Nicole Furst | Assistant Band Director | SHS | |
| Sasha Key* | Wrestling Coach | SMS | Logan Register |
| Carl Manna | Planning Period | BHS | |
| Robert Phillips | Planning Period | BHS | |
| Sergio Rodriguez | Planning Period | BHS | |
| Tim Sneed* | Varsity Football Assistant Coach | SHS | Chad Bonds |
| Mickey Spradlin | Planning Period | BHS | |
| Daniel Taylor | Planning Period | BHS | |
| Abbey Warren | Planning Period | BHS | |
| Vernon Wiggins | JV Baseball Head Coach | SHS | Matt Campbell |

**pending certification*

MISCELLANEOUS:

The Superintendent recommends approval of Toni Greenburg to work up to 60 additional hours to teach Drivers Education.

Approval of Joyce McIntosh and Windy Gamble to be compensated (\$500) for completing the gifted endorsement, which includes 50 hours at \$10 per hour for professional development.

William Harris resigned from his coaching position of JV Girls' Soccer Coach effective October 20, 2016.

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:**Finance and Administration:**

Marsha Brown, Employee Benefits Specialists, effective November 28, 2016

REPLACES: New Position

Food Service Department:

Rebecca Kirby, SES Food Service Manager, effective December 1, 2016

REPLACES: Linda Plymel

Suwannee Elementary School:

Antwann Ford, Custodian, effective November 14, 2016

REPLACES: Deisy Lopez

Suwannee Primary School:
Alexander Torres, Custodian
REPLACES: Rajan Maharajh

Transportation Department:
Robin Krause, Bus Attendant, effective October 27, 2016
REPLACES: Joanne Ripley

PART-TIME/HOURLY EMPLOYEES:

Leah Cribb, BHS Food Service Worker 3 hour, effective October 24, 2016
REPLACES: Tara Spears
Mary Mais, BES Food Service Worker 3 hour, effective October 24, 2016
REPLACES: Sheree Dugdale
Keiry Soto Chavez, Child Care Worker, RTC
REPLACES: Grant Funded

MISCELLANEOUS:

PreK Extended Day:
The following to work as paraprofessional/PreK teacher in the PreK Extended Day Program, as needed:

| | | | |
|-----------------|----------------|---------------|-------------|
| Tenlee Deloach | Amanda Kiser | Brittany Lock | Drea Taylor |
| Deanna Yott | Kadie Butler | June Bashaw | Betty Riley |
| Kimberly Clyatt | Kelly Davidson | Belinda Horn | |

LEAVE OF ABSENCE (ILLNESS IN THE LINE OF DUTY):

Facilities:
Russell Landen, Facilities Technology Technician, October 19, 20, 2016 & November 2, 2016 for a total of 14 hours.

LEAVE OF ABSENCE (MEDICAL LEAVE):

Food Service:
Linda Hingson, Food Service Worker 8 hour, October 3 through December 21, 2016, using days as needed for insurance purposes.

Food Service:
Karen Parson, tentatively November 14, 2016 through January 3, 2017, with the option of returning sooner if released by the doctor.

Transportation:
Carol Jenkins, tentatively November 16, 2016 through December 16, 2016, with the option of returning sooner if released by the doctor.

LEAVE OF ABSENCE (FMLA):

Food Service:
Linda Hingson, Food Service Worker 8 hour, September 12 through September 30, 2016.

Transportation:

Carol Jenkins, Bus Driver, tentatively August 16, 2016 through November 16, 2016, with the option of returning sooner.

Scott Melanson, Mechanic, tentatively October 3 through December 19, 2016.

STUDENT WORKER:

April Denise Diaz

RTC/Medical Administration

SUBSTITUTE:

The following as a Substitute Bus Attendant:

Richard Dunmoyer

VOLUNTEERS:

| | | |
|----------------------|--------------------|-------------------|
| Candace Adams | Tracey Combee | Shelley Grantham |
| Mistie Aguilar | Melissa Conner | Brandi Gresham |
| Holli Allbritton | Brittany Cooks | Mindy Griffis |
| Pia Allen | Lisa Corbin | Sarah Grillo |
| Evella Alvarez | Adrienne Corbin | Yidelmys Guerra |
| Terry Arnold | Larry Cothron | Ashley Gurganus |
| Shelly Arreola | Kathie Crisp | Daniel Hale |
| Teresa Ayers | Heather Croft | Megan Hale |
| Christine Baez | Jon Cummings | Harold Hansard |
| Lacey Bailey | Brandon Daniels | Ginger Harden |
| Michael Bailey | April Darling | Kimberly Harris |
| Jennifer Barry | Montana Davis | Christopher Henry |
| Kay Bass | Jordan Davis | Jessica Hess |
| Megan Beckner | Annah Davis | Tawanna Hines |
| Nicole Beckner | Alicia Delegal | Anna Hingson |
| Josephine Bednarczyk | Cassie Descarreaux | Courtney Hodges |
| Kyla Bispham | Kyle Descarreaux | Heather Holton |
| Sandy Bland | Elizabeth Dexter | Rodney Howard |
| Eileen Box | Janice Dicks | Whitney Humphries |
| Will Bozeman | Alvin Dicks | Jeremy Humphries |
| Amy Brady | Joni Dixon | Irina Hutchenson |
| Maria Brown | Monica Djulvez | Matt Jackson |
| Abn Brown | Whitney Dubose | Laura Jaramillo |
| Claudia Brown | Amelia Eastman | Alison Jenkins |
| Nayrim Bruno | Christopher Edgar | Jennifer Jennings |
| Andrea Bryant | Steven Edwards | Karla Johnson |
| Leah Buchanan | Lindsey Efrid | Tina Jones |
| Betty Butler | Stephanie Estrella | Dawn Jones |
| Shanna Byrd | Nancy Eubanks | David Jones |
| Amber Cable | Amanda Floyd | Katherine Jones |
| Ashley Campbell | Mark Floyd, Jr | Chasity Keller |
| Henrietta Carter | Peggy Frye | Waldron Kerry |
| Shirley Cheney | Jamie Geiger | Katie Kinsey |
| Shanra Clayton | Kara George | Crissy Kirkland |
| Aqua Cofield | Lisa Gill | Laura Koon |
| Cindy Collins | Sharon Golding | Rick Koon |
| | Courtney Goodin | Karen Koon |

Keni Koon
Mikel Koon
Jennifer Lacasse
Brenda Lacy
Ryan Lawson
Jamie Lewis
Jennifer Lewis
Richard Little, Jr.
Idalberto Lopez
Jennifer Lucas
Brittany MacDonald
Johnny Mackey
Amanda Maddox
Christie Magahee
Tyler Malaguti
Jackie Malaguti
Michael Malaguti
Brenda Marshall
Tracy Martin
Ashley Martinez-Segovia
Denise Maya
Kevin McCall
Latasha McClain
Joan McCrimon
Nicole McDonald
Courtney McHugh
Kristy McManaway
Doreen Mead
April Meeks
Isabel Mendoza
Rebecca Miara
Flint Miller
Katie Mims
Adrian Mincal
Natalia Morales
Lacy Morgan
Erin Morris
Ashli Moss
Todd Mumford
Shannon Muncy
Marie Myers
Miranda Neal
Erin Nelkorn

Guyten Nelson
Michael Nettles
Lindsay Nettles
Cathy Nicely
Kevin Nolan
Brandy Norris
Lisa Ogles
Nichole Ortiz
Stephene Osborne
Secilie Owens
Teresa Owens
Caroline Palmer
Christopher Parker
Kalpen Patel
Emily Peacock
Yvette Perez
Melissa Peters
Dana Pettrey
Jimmy Pfeiffer
Julie Pfeiffer
Robert Pitts
Connie Poole
Hailey Poore
Samantha Price
Priscilla Priester
Erin Prince
Courtney Provau
Lynn Reeves
Trevita Riley
Audrey Robbins
Kevin Roberts
Timothy Roberts
Troy Roberts
Donna Robinson
Skyler Rodgers
Sherry Rogers
Daynette Ross
LaChandra Ross
Jamie Rutland
Twyla Sears
Wannette Shaw
Rachel Shelley
Holly Shepherd
Myrisa Sixto

Crystal Smart
Martin Smith
Jamilah Smith
Jessica Smith
Wilonia Smith
Quentonia Smith
Mary Smith-Richards
Melodee Sprow
Michael Staley
Summer Steedley
Judy Strickland
Crystal Strickland
Donna Suggs
John Sullivan
Manda Thomas
Felicia Threm-Blow
Chelsea Tomlin
Alicia Touchton
Anthony Towne
Sheena Trouerbach
Araceli Valencia
Amanda Vickers
Leticia Villeda-Franco
Dayle Vining
Shelia Walker
Donald Walton
Roger Ward
Amy Washington
Joseph Watson
Quintilla Watson
Sierra Watson
Lisa Webb
Antionette White
Sandra Williams
George Williams
Danielle Williams
Courtney Wilson
Randall Young
Tiffany Young
Logan Young
Robbin Youngblood
Viloa Yuleidys
Ashley Zarate

End of List
2016-2017
School Year

School Board Attorney – Leonard Dietzen:

13. Legal Counsel's Report – No legal matters to report.

Superintendent of Schools:

14. Superintendent's Report

Superintendent Roush reported on the possibility of having a potential proposition for obtaining funds for a plan of action on the Johnson building. More information will be provided in the near future.

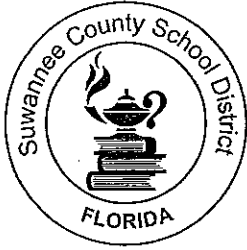
School Board Members:

15. Issues and concerns Board members may wish to discuss

- Board members welcomed newly elected Superintendent Ted Roush and School Board Member Tim Alcorn, as well as Ms. Cason and Mr. Taylor on their re-election. They also wished everyone a Happy Thanksgiving.
- Mr. White expressed the need to stay the course with the Five Year Facilities Work Plan and not deviate from it unless there is a true emergency. Mr. White asked that the financial statements be discussed at a workshop each month. Mrs. DePratter responded that timing and deadlines do not allow for the discussion as requested.
- Mr. daSilva proposed the possibility of scheduling Master Board Training within the next year or two.
- Mr. Taylor reminded Board members of the FSBA/FADSS Joint Conference to be held next week in Tampa. He commended administrators for always being available to answer questions. Mr. Taylor also thanked Mr. daSilva for serving as Board Chairman for the past two years.

The meeting adjourned at 6:58 p.m.

SUWANNEE COUNTY SCHOOL DISTRICT



702 – 2nd Street, NW • Live Oak, Florida 32064
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TED L. ROUSH
Superintendent of Schools

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JERRY TAYLOR
DISTRICT 1

CATHERINE CASON
DISTRICT 2



TIM ALCORN
DISTRICT 3

ED DA SILVA
DISTRICT 4

RONALD WHITE
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Ted L. Roush, Superintendent of Schools 
FROM: Mark A. Carver, Director of Facilities 
DATE: December 5, 2016
RE: Agenda Item for December 20, 2016, Regular Board Meeting

RECOMMENDATION:


The Superintendent recommends approval of Property Records Disposition Form for December 2016.

BACKGROUND:

Capitalized assets are obsolete or no longer serviceable.

| PROPERTY RECORD # | ITEM DESCRIPTION | ORIGINAL PURCHASE PRICE | ORIGINAL PURCHASE DATE | COST CENTER | REQUESTED DISPOSITION |
|----------------------|------------------------|-------------------------------|------------------------------|----------------|--------------------------|
| 99004763 | HP3500 COLORED PRINTER | \$ 994.00 | 6/24/2004 | BES | Surplus |
| 99001326 | CAR | \$ 12,762.15 | 6/28/1994 | TRANSPORTATION | Surplus |
| 99001189 | TRUCK #82 | \$ 11,859.50 | 6/21/1988 | TRANSPORTATION | Surplus |
| 99007124 | SEON CAMERA | \$ 975.00 | 5/12/2010 | TRANSPORTATION | Surplus |
| 99007120 | SEON CAMERA | \$ 975.00 | 5/12/2010 | TRANSPORTATION | Surplus |
| | | | | | |
| | TOTAL | \$ 27,565.65 | | | |

Requested By:



MARK A CARVER,
DIRECTOR OF PROPERTY RECORDS

12/20/2016

DATE

APPROVED BY:


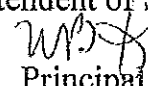
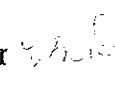
SUPERINTENDENT

BOARD CHAIRMAN



415 SW Pinewood Drive | Live Oak, Florida 32064 | P 386-647-4200 | F 386-364-4698

MEMORANDUM

TO: Ted Roush, Superintendent of Schools 
FROM: Walter Boatright, Jr., Principal, RIVEROAK Technical College 
THRU: Vickie Music DePratter, Chief Financial Officer 
DATE: November 18, 2016
RE: Agenda Item for December 20, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following contract/agreement:
RENEWAL

#2017-84 Career Pathway Agreement with Taylor Technical Institute – Patient Care Technician, Practical Nursing, Nursing Assistant, Administrative Office Specialist.

BACKGROUND:

The above listed agreement provides PSAV hours for Career and Technical Education students.



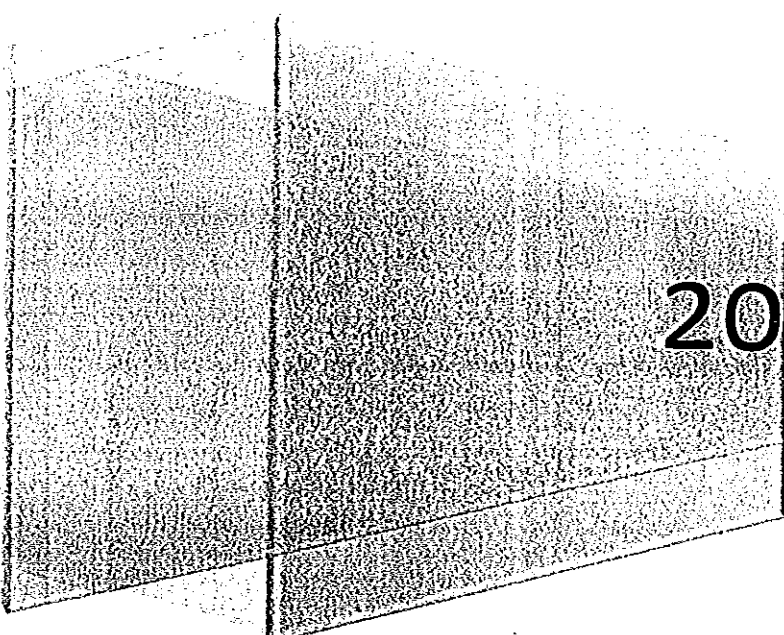
Serving students from Alachua, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Suwannee and Taylor Counties



Taylor Technical Institute

Career Pathway Agreements with District School Board of Suwannee County

Career Pathways: High Schools & Taylor Technical
Institute



2016-2017

Table of Contents

Career and Technical Education 2

Taylor Technical Institute Agreement 4

Signature Page 6

**Career and Technical Education
Taylor Technical Institute & District School Board of Suwannee County
Career Pathways Articulation Agreement
2016-2017**

Articulation is a method of granting Post-Secondary Adult Vocational (PSAV) clock hours earned while completing a Secondary Career and Technical Education course learning and skills accomplished as part of secondary school instruction. Each school district and Taylor Technical Institute (TTI) will maintain the integrity of their separate programs and enter into this agreement as cooperating educational institutions.

TTI will work with the school district to establish Career Pathways to serve Career and Technical Education (CTE) students. Additional agreements may be developed during the year, and this agreement will be amended as those agreements are completed.

Student Qualifications

Students must meet all TTI admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 3.0 (on a 4.00 scale) or better.
2. Completion of Taylor Technical Institute placement testing requirements.
3. Must be a graduate from secondary school no more than 18 months prior to enrollment at Taylor Technical Institute.
4. Enrollment in a certificate program appropriate to the PSAV clock hours shall be awarded upon completion of the program's entrance examination (if required) or verification of an industry certification earned (prior to enrollment).

Procedure

1. Secondary school guidance departments shall provide evidence of program completion and additional requested information to the TTI's Career Pathways contact. Evidence may include: official student transcripts, student report cards and/or applicable nationally recognized industry certifications.
2. TTI's Career Pathway Specialist will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the secondary school guidance department contact informing students of the Career Pathway articulation agreement opportunities.
3. High school credit earned under this articulation agreement will be entered into the student's record after the student has completed 150 PSAV clock hours in the program in which the certificate is to be awarded

4. Comprehensive exams may be completed by students who have not earned the industry certification associated with the program of study.
5. A letter grade for the course will be assigned by the Taylor Technical Institute based on the student's performance on the student competency exam.

Conditions of Agreement

1. District School Board of Taylor County faculty members and TTI faculty members will review course textbooks, syllabi, and other institutional materials as needed in order to develop articulated programs of study.
2. District School Board of Taylor County and TTI will review the list of articulated programs of study annually. Changes will be made as necessary based on changes in program offerings and outcomes.
3. District School Board of Taylor County and TTI will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.
4. TTI will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either District School Board of Taylor County or Taylor Technical Institute through providing thirty (30) days' notice. In the event of a termination, both agencies agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at TTI will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee and incorporated into the dual enrollment articulation agreement. The articulation committee will be composed of the Director, Taylor Technical Institute; Coordinator of Career and Technical Education, District School Board of Taylor County; the North Florida Career Pathways Coordinator and others as so designated.

| High School Career Pathway | Associated Industry Certification | TTI Program of Study/ Certificate | Assessment | Articulated Credit |
|--|---|--------------------------------------|---|--|
| Allied Health Assisting 8741700 Health Science Anatomy & Physiology 8741710 Health Science Foundations OCP A 8741731 Allied Health 3 OCP B | FDMQA002 – Certified Nursing Assistant | Patient Care Technician –PSAV | Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher. | HSC 003 Basic Health Care Worker (90 hours) OCP A HSC 0016 Allied Health Assistant (150 hours) OCP E (program completion required) |
| Allied Health Assisting 8741700 Health Science Anatomy & Physiology 8741710 Health Science Foundations OCP A | FDMQA002 – Certified Nursing Assistant | Practical Nursing – PSAV | Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher. | HSC 003 Basic Health Care Worker (90 hours) OCP A Note: Students enrolling into Practical Nursing will be credited OCP A but will be required to audit the course at no cost. |
| Allied Health Assisting 8741700 Health Science Anatomy & Physiology 8741710 Health Science Foundations OCP A | FDMQA002 – Certified Nursing Assistant | Nursing Assistant (Articulated) | Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher. | HSC 003 Basic Health Care Worker (90 hours) OCP A |

| | | | | |
|---|---|--|--|--|
| Digital Design - 8209600 8207310 Digital Information Technology OCP A 8209510 Digital Design 1 OCP B 8029520 Digital Design 2 | MICRO069 – Microsoft Office Specialist | Administrative Office Specialist – PSAV | Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher. | OTA 0040 Inf Tech Asst (150 hours) OCP A OTA 0030 Assistant Digital production Designer (150 hours) OCP C |
|---|---|--|--|--|

IN WITNESS WHEREOF, The District Board of Taylor County, Florida and The District School Board of Suwannee County, and the Director - Taylor Technical Institute, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date

Superintendent,
District School Board of Taylor County

Date

Chair, District School Board of Taylor County

Date

Director, Taylor Technical Institute

Date

Superintendent, District School Board of Suwannee County

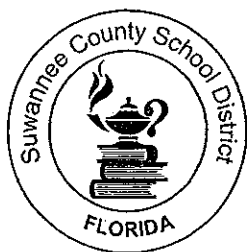
Date

Chair, District School Board of Suwannee County

Date

Coordinator, Career & Technical Education,
District School Board of Suwannee County

SUWANNEE COUNTY SCHOOL DISTRICT



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ED DA SILVA
DISTRICT 4

RONALD WHITE
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Ted Roush, Superintendent of Schools *TR*
FROM: Bill Brothers, Director of Human Resources *BB*
THRU: Vickie DePratter, Chief Financial Officer *VD*
DATE: November 29, 2016
RE: Agenda Item for the December 20, 2016, Regular Board Meeting

RECOMMENDATION:

Superintendent recommends approval of the following contract.

- a. Contract # 2017-88 between Suwannee County School Board and Florida Learning Alliance, Inc. (REVISED/RENEWAL)

BACKGROUND:

To maintain in-service records for the district's professional development system.

A CONTRACT BETWEEN THE FLORIDA LEARNING ALLIANCE, INC. (FLA, INC.) HEREIN REFERRED TO AS THE CONTRACTOR AND THE DISTRICT SCHOOL BOARD OF SUWANNEE COUNTY, HEREIN REFERRED TO AS THE BOARD, TO PROVIDE A STAFF DEVELOPMENT MANAGEMENT SYSTEM, HEREIN REFERRED TO AS THE TRACK APPLICATION AND RELATED SUPPORT SERVICES:

This contract period shall be from the date of execution to June 30, 2017, unless otherwise amended/extended by mutual agreement.

I. OBLIGATIONS OF THE CONTRACTOR:

The Florida Learning Alliance, Inc. (FLA, Inc.) agrees to provide the Track Application and selected services associated with this web-based staff professional learning management system as follows:

- A. To provide instruction on access to the Track Application website, copyrighted and operated through the Florida Learning Alliance, for use by School Board Employees that are provided Internet access through the School Board.
- B. The Contractor is responsible for access control, web content, or any associated operational or maintenance activity of the Track Application website.
- C. To designate a technical contact to provide assistance with data migration and to provide technical assistance for product use and follow-up.
- D. To provide training for each group of users including teachers, principals and staff development administrators, within the district.
- E. To establish Track Application Committees comprised of representatives from each participating district to evaluate the product and make recommendations for future enhancements.
- F. To subcontract any of the above services to the North East Florida Educational Consortium.

II. OBLIGATIONS OF THE BOARD:

The Board hereby agrees:

- A. To designate Mary Ann Chaney as district administrator and first line of contact for users.
- B. To designate Mary Ann Chaney as the district representative to serve on the Track Application Steering Committee to evaluate the product and make recommendations for future enhancements.
- C. To designate Mary Ann Chaney as the district representative to serve as a member of Track Application Technical User Group to provide feedback on technical aspects of the Track application and assist in Quality Assurance for future enhancements.
- D. To designate Mary Ann Chaney as the district representative to serve on the Track Application Instructional User Group to evaluate the product, provide feedback on its use, and make recommendations for future enhancements.
- E. To pay the district assessment of \$10,475.50 (based on 2015-2016 FEFP Third Calculation figures at \$1.75 per FTE). All invoices are due in thirty (30) days from the date of the invoice.
- F. To cooperate expeditiously in all matters requiring concurrence or approval in order that the contractor will not be unduly delayed in performing contractual obligations.

III. MODIFICATION OF CONTRACT

This contractual attachment may be amended only by an agreement executed in the same manner as the original.

IV. GOVERNING LAW AND VENUE

This agreement will be governed by and construed in accordance with the laws of the state of Florida. In the event of any litigation arising from this agreement, the parties agree that the exclusive state court forum for said litigation shall be in Suwannee County, in the court of appropriate jurisdiction.

The parties hereby knowingly, voluntarily and intentionally waive any right it may have to a trial by jury with respect to any litigation related to or arising out of, under, or in conjunction with this agreement.

V. INDEMNIFICATION

Contractor shall indemnify and hold harmless SCSB from and against any and all claims, liabilities, damages, and expenses including, without limitation, reasonable attorneys' fees, incurred by SCSB in defending actions brought against it arising out of or related to the acts or omissions of Contractor, its agents, officers, or employees in the provision of services or performance of duties by Contractor pursuant to this Agreement.

VI. SOVEREIGN IMMUNITY

Nothing contained in this Agreement shall be interpreted or construed to mean that the Client waives its common law sovereign immunity or the limits of liability set forth in Florida statutes.

VII. PUBLIC RECORDS

For all contractors as set forth in Section 119.0701, Florida Statutes (2016) see EXHIBIT A which is incorporated by reference herein.

VIII. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER MATTERS

1. The prospective primary participant certifies to the best of its knowledge and belief, that it, and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any federal department or agency;
 - b. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or Contract under a public transaction; violation of federal or state anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

- c. Are not presently indicated for or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in 1b. above, of this certification; and
 - d. Have not, within a three (3) year period preceding this application/proposal had one or more public transactions (federal, state, or local) terminated for cause of default.
2. That if the prospective primary participant is unable to certify to any statements in this certification, such prospective primary participant shall attach an explanation to the proposal.

Debra Elliott, Executive Director - HEC
Name & Title of Authorized Representative

Debra Elliott
Signature

6/16/16
Date

**IX. SWORN STATEMENT UNDER SECTION 287.133(3) (A),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

(To be signed in the presence of a notary
public or other officer authorized to
administer oaths.)

STATE OF Florida

COUNTY OF Highlands

Before me, the undersigned authority, personally appeared Debra Elliott, who, being by be first duly sworn, made the following statement:

1. The business address of Florida Learning Alliance (Contractor) is 3841 Reid St., Palatka, FL 32177.
2. My relationship to Florida Learning Alliance (Contractor) is Executive Director (relationship such as sole proprietor, partner, president, vice president).
3. I understand a public entity crime as defined in Section 287.133 of the Florida Statutes includes a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or Contract for goods or services to be provided to any public entity or such an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
4. I understand "convicted" or "conviction" is defined by the statute to mean a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by

indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

5. I understand "affiliate" is defined by the statute to mean (1) a predecessor or successor of a person or a corporation convicted of a public-entity crime, or a person or a corporation convicted of a public entity crime, or (2) an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime, or (3) those officers directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate, or (4) a person or corporation who knowingly entered into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months.
6. Neither the Contractor nor any officer, director, executive, partner, shareholder, employee, member or agent who is active in the management of the Contractor nor any affiliate of the Contractor has been convicted of a public entity crime subsequent to July 1, 1992.

(Draw a line through paragraph 6 if paragraph 7 below applies.)

7. There has been a conviction of a public entity crime by the Contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the Contractor who is active in the management of the Contractor or an affiliate of the Contractor. A determination has been made pursuant to Section 287.133(3) by order of the Division of Administrative Hearings that it is not in the public interest for the name of the convicted person or affiliate to appear on the convicted vender list. The name of the convicted person or affiliate is _____, a copy of the order of the Division of Administrative Hearings is attached to this statement.

(Draw a line through paragraph 7 if paragraph 6 above applies.)

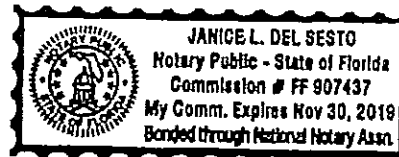
Debra Elliott 6/16/16
Signature/Date

Sworn to and subscribed before me in the state and county first mentioned above on the
16 day of JUNE, 2016.

Janice L. DelSesto
Notary Public

(affix seal)

FF 907437
My Commission Expires



X. CONFLICT OF INTEREST STATEMENT/CERTIFICATION

The Contractor must execute either Section I or Section II hereunder relative to Florida Statute 112.313(12). Failure to execute either Section may result in rejection of this Contract.

SECTION I

I hereby certify that no official or employee of the Grantee or independent agency requiring the goods or services described in these specifications has a material financial interest in this company.

Debra Elliott
Signature

Florida Learning Alliance
Company Name

Debra Elliott
Name of Official (Type or Print)

3841 Reid Street
Business Address

6/16/16
Date

Palatka, FL 32177
City, State, Zip Code

SECTION II

I hereby certify that the following named Grantee official(s) and employee(s) having material financial interest(s) [in excess of 5%] in this company have filed the appropriate Conflict of Interest statements with the Grantee prior to the beginning date of this Contract.

| Name | Title or Position | Date of Filing |
|-------|-------------------|----------------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Signature

Company Name

Name of Certifying Official

Business Address

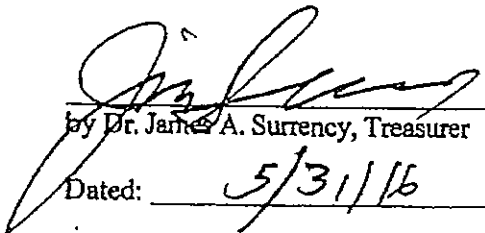
Date

City, State, Zip Code

IN WITNESS WHEREOF, the parties hereto, by the undersigned authorized to bind said parties,
set their hands and seal on this the _____ day of _____, 2016.

APPROVED AND RECOMMENDED FOR SIGNING

Florida Learning Alliance, Inc.


by Dr. James A. Surrency, Treasurer

Dated: 5/31/16

District School Board of Suwannee County

by Ted L. Roush, Superintendent

Dated: _____

by Jerry Taylor, Chairman

Dated: _____

"Approved as to Form and Sufficiency

BY _____

Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"

EXHIBIT A

**Public Records Law Requirements
under Chapter 119.0701, Florida Statutes (2016)**

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, HE OR SHE MUST CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS, VICKIE MUSIC DePRATTER, CPA, CHIEF FINANCIAL OFFICER, AT 386-647-4609, VICKIE.DEPRATTER@SUWANNEE.K12.FL.US, OR 702 2ND ST. NW, LIVE OAK, FL 32064.

If you are a contractor as defined by Section 119.0701(1)(a), Florida Statutes (2016), you must comply with Florida's public records law.

You must keep and maintain public records required by the School District to perform the contracted services.

Upon request from the School District's Custodian of public records, you must provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 or otherwise provided by law.

You must ensure that public records which are *exempt or confidential and exempt* from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract, if the contractor does not transfer the records to the District.

Upon completion of the contract, you must transfer, at no cost, to the District all public records in possession of the contractor or continue to keep and maintain public records required by the District to perform the contracted services. See Section 119.0701(2)(b)4, Florida Statutes (2016), for additional record keeping requirements.

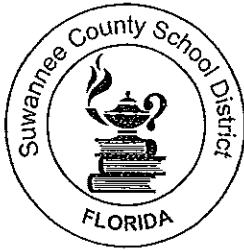
REQUEST FOR RECORDS RELATING TO DISTRICT'S CONTRACT FOR SERVICES

A request to inspect or copy public records relating to a District's contract for services must be made directly to the District's records custodian. If the District does not possess the requested records, the District shall immediately notify the contractor of the request, and the contractor must provide the records to the District or allow the records to be inspected or copied within a reasonable time.

If contractor does not timely comply with the District's request for records, the District shall be able to sue for breach of contract and the prevailing party shall be entitled to attorney's fees.

A contractor who fails to provide the requested public records to the District within a reasonable time may be subject to penalties under Section 119.10, Florida Statutes (2016).

SUWANNEE COUNTY SCHOOL DISTRICT



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RONALD WHITE
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Ted Roush, Superintendent of Schools 
FROM: Vickie Music DePratter, Chief Financial Officer
DATE: December 8, 2016
RE: Agenda Item for December 20, 2016, Regular Meeting

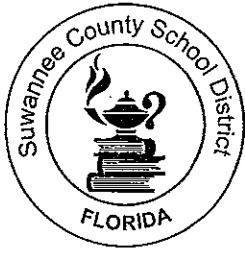
RECOMMENDATION:

The Superintendent recommends approval to add Malcolm Hines to serve on the Suwannee County School District collective bargaining / negotiating team for 2016-2017.

BACKGROUND:

Appointments to the Suwannee County School District negotiating team are approved annually.

SUWANNEE COUNTY SCHOOL DISTRICT



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JULIE ULMER
DISTRICT 3


ED DA SILVA
DISTRICT 4



RONALD WHITE
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Ted Roush, Superintendent of Schools 

FROM: Bill Brothers, Director of Human Resources 

THRU: Vickie DePratter, Chief Financial Officer 
Janene Fitzpatrick, Assistant Superintendent of Instruction 
Elizabeth Simpson, Director of Student Services

DATE: November 28, 2016

RE: Agenda Item for the December 20, 2016, Regular Board Meeting

RECOMMENDATION:

Superintendent recommends approval of the following Personnel item.

- a. Add new position –Occupational Therapy Assistant, Licensed.
- b. Add new job description # 165 –Occupational Therapy Assistant, Licensed.
- c. Revise Salary Schedule for School Nurse, level 2, LPN.

BACKGROUND:

This position was discussed with the board during the November 15th workshop. It has been discussed with the UTSC and salary placement has been tentatively agreed upon by both parties.

SUWANNEE COUNTY SCHOOL DISTRICT

OCCUPATIONAL THERAPY ASSISTANT, LICENSED

JOB DESCRIPTION

Job Title: Occupational Therapy Assistant, Licensed

Reports to: Director, Exceptional Student Education

SUMMARY:

Certified occupational therapy assistants support occupational therapists in providing rehabilitative care to students with mental, emotional or physical impairments that prevent them from working or living independently.

QUALIFICATIONS:

- (1) Valid Florida Occupational Therapist Assistant license
- (2) Training and experience in screening and provision of occupational therapy per Florida statutes
- (3) One (1) year experience working with children ages 3 – 21 preferred
- (4) Satisfactory criminal background check

*Reasonable accommodations may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

KNOWLEDGE, SKILLS, COMPETENCIES AND ABILITIES:

To perform the job successfully, an individual should demonstrate the competencies:

- 1) Ability to read and interpret documents such as policies and procedure manuals. Follow directions and apply common sense understanding to carry out instructions furnished in written, oral or diagram form.
- 2) To perform this job successfully, an individual should have knowledge of current Human Resources leave system and Skyward inventory system (if applicable) or be willing to learn new technology practices.
- 3) Ability to complete screening reports and Individual Education Plan goals.
- 4) Work collaboratively with occupational therapist to devise treatment plans and lead students through the plan
- 5) Ability to help students perform stretching, strengthening and range of motion exercises as well as acclimating them to wheelchairs, artificial limbs or other devices
- 6) Ability to monitor the progress of treatment and suggest changes if student isn't progressing
- 7) Good verbal communication skills, sympathetic to the emotional needs of students and perceptive to any difficulties students may have adjusting to limited circumstances.
- 8) Must be capable of physically assisting students with special needs as required (positioning, lifting, transferring, restraining, etc.)
- 9) Maintain excellent integrity and demonstrate good moral character and initiative
- 10) Ability to adjust tasks and schedule to changed priorities

PERFORMANCE RESPONSIBILITIES:

- (11) Serve as a role model for students, dressing and grooming professionally, demonstrating the importance and relevance of learning, accepting responsibility, and demonstrating pride in their position.
- (12) Must have working knowledge of computer and e-mail

- (13) Establish high standards and expectations for all students to accept responsibility for behavior.
- (14) Supervise students and consistently administer rules regarding student behavior.
- (15) Assist students in learning to accept responsibility, demonstrate respect for people and property, and demonstrate self-discipline.
- (16) Keep accurate records of student attendance and behavior, including any tardiness, and submit to the administration in a timely fashion.
- (17) Observe students skills and capacities to determine their skill level
- (18) Teach students skills and techniques needed to perform educational and physical activities
- (19) Establish a professional rapport with students that earns their respect.
- (20) Provide individual and small-group instruction to adapt the curriculum to the needs of students with varying skills and abilities, and to accommodate a variety of instructional activities
- (21) Complete in a timely fashion all records and reports as required by law and regulation or requested by the administration.
- (22) Consult with classroom teachers, school staff, parents and occupational therapists
- (23) Provide direct occupational therapy services to qualified students based on current Individual Educational Plans.
- (24) Utilize materials and equipment for occupational therapy as prescribed by the occupational therapist
- (25) Plan and conduct in-service demonstrations with classroom teachers
- (26) Provide in a timely manner, requested documentation of specialized student services in accordance with school board criteria established for the purposes of the Medicaid Certified School Match program.
- (27) Maintain positive, cooperative, and mutually supportive relationships with the administration, instructional staff, students, parents, and representatives of resource agencies within the community.
- (28) Attend required staff meetings and serve, as appropriate, on staff committees.
- (29) Maintain in safe working condition and safely operate electronic and other equipment needed to carry out job functions and responsibilities.
- (30) Protect confidentiality of records and information gained as part of exercising professional duties and use discretion in sharing such information within legal confines.
- (31) Attends IEP, or other related meetings necessary for student assessment and/or compliance with federal and/or state law
- (32) Maintain professional competence through in-service education activities provided by the school and/or in self-selected professional growth activities
- (33) Communicate with parents and school counselors on pupil progress
- (34) Perform any other duties as assigned by Department Director

PHYSICAL REQUIREMENTS:

Medium Work: Exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force as frequently as needed to move objects. Tasks involve the ability to exert very moderate physical effort in medium work, typically involving some combination of stooping, kneeling, crouching and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight. Occasional movement of students by wheelchairs and other mechanical devices may be required.

TERMS OF EMPLOYMENT:

Salary and benefits shall be paid consistent with the District's approved compensation plan. Length of the work year and hours of employment shall be those established by the District.

EVALUATION:

Occupational Therapy Assistant, Licensed (Continued)

165

Performance of this job will be evaluated in accordance with provisions of the PCSD Board's policy on evaluation of personnel.

SALARY SCHEDULE 2016-2017
SCHOOL NURSE - 196 Days

YEARS OF EXPERIENCE

| Level | 0 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |
|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| 2 | 20883 | 21334 | 21788 | 22238 | 22692 | 23140 | 23598 | 24047 | 24499 | 24950 | 25628 | 26449 | 26852 | 27224 | 27596 |
| 1 | 32760 | 33679 | 34603 | 35528 | 36448 | 37373 | 38293 | 39215 | 40137 | 41062 | 42443 | 43625 | 44316 | 44966 | 45616 |

CLASSIFICATION LEVEL

- 2 LPN, Occupational Therapy Assistant
- 1 RN (AA)

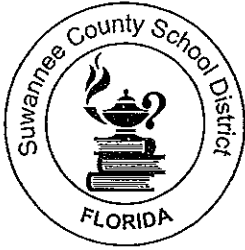
The Superintendent may approve up to three (3) years non-school experience and up to nine (9) years of experience from other schools. Additional experience may be approved upon recommendation of the Superintendent and approval of the School Board. Thereafter, the employee will progress to the succeeding step on July 1 of each year providing the employee has performed satisfactory for a minimum period greater than one-half the number of days required for the normal contractual period for the position.

Salary is based on 196 days for 10 months. Loss of pay for any days not paid shall be on a basis of a daily rate.

Employees who hold a bachelor's degree from an accredited college or university as defined by the US Department of Education shall receive an advanced degree supplement of \$175.00 per contract month worked, effective July 1, 2015.

Effective July 1, 2016-June 30, 2017 Adopted May 24, 2016 by the
SUWANNEE COUNTY SCHOOL BOARD
702 2nd Street NW
Live Oak, Florida 32064
386/647-4600
Jerry A. Scarborough, Superintendent

SUWANNEE COUNTY SCHOOL DISTRICT



702 - 2nd Street, NW • Live Oak, Florida 32064
Telephone: (386) 647-4600 • Fax: (386) 364-2635
www.suwannee.k12.fl.us

TED L. ROUSH
Superintendent of Schools

*"Suwannee County School District will be a system of excellence
ensuring all students are prepared for personal success."*

JERRY TAYLOR
DISTRICT 1

CATHERINE CASON
DISTRICT 2


TIM ALCORN
DISTRICT 3


ED DA SILVA
DISTRICT 4


RONALD WHITE
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Ted Roush, Superintendent of Schools 

FROM: Austin Richmond, Assistant Director of Human Resources 

THRU: Bill Brothers, Assistant Superintendent of Administration 

DATE: December 5, 2016

RE: Personnel Changes List for December 20, 2016, Regular Meeting

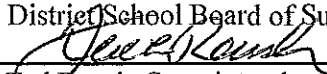
RECOMMENDATION:

Pursuant to Section 1012.27 (1A) (1B), *Florida Statutes*, the Superintendent hereby submits the following written personnel recommendations. Approval of each is respectfully requested.

SUWANNEE COUNTY SCHOOL BOARD

Personnel Changes

December 20, 2016

TO: District School Board of Suwannee County
FROM: 
Ted Roush, Superintendent of Schools

Pursuant to Section 1012.27 (1A) (1B), Florida Statutes, I hereby submit the following written personnel recommendations. Approval of each is respectfully requested.

RETIREMENT: ADMINISTRATIVE:

District Office:

David Campbell, Director of Elementary and Early Childhood Education, January 4, 2017

RETIREMENT: INSTRUCTIONAL:

Suwannee Middle School:

Kenneth A. Michal, Teacher, effective June 6, 2017

RETIREMENT: NON-INSTRUCTIONAL:

Suwannee Middle School:

Betty Carroll, Food Service Worker, effective June 2, 2017

RESIGNATION: NON-INSTRUCTIONAL:

Branford High School:

Sarah Griffith, Head Custodian, effective November 30, 2016

RECOMMENDATION: ADMINISTRATIVE:

District Office:

William Brothers, Assistant Superintendent of Administration, effective December 2, 2016

REPLACES: Ted Roush

RECOMMENDATION: INSTRUCTIONAL:

District Wide/21st Century:

The following to work as paraprofessional or teacher in the 21st Century Program:

Lynn Lawrence

LEAVE OF ABSENCE (ILLNESS IN THE LINE OF DUTY):

Suwannee High School:

Tammie McKay, Teacher, March 8, 2016 through March 11, 2016 and March 14, 2016 through March 28, 2016 for a total of 72.5 hours.

LEAVE OF ABSENCE (FMLA):

Suwannee Primary School:

Lauren Belcher, Teacher, tentatively December 19, 2016 through April 7, 2017

LEAVE OF ABSENCE (MEDICAL LEAVE):**Suwannee Primary School:**

Lauren Belcher, Teacher, April 10, 2107 through June 6, 2017

SUPPLEMENTARY:

| <u>NAME</u> | <u>POSITION</u> | <u>LOCATION</u> | <u>REPLACES</u> |
|-------------------|---------------------------------------|-----------------|-----------------|
| Emily Blackmon | Suwannee Virtual School | SVS | |
| Abigial Rodriguez | Auxiliary Sponsor | SHS | |
| Douglas Mabey | Varsity Girls' Soccer Assistant Coach | SHS | William Harris |

TRANSFERS/REASSIGNMENTS:

| <u>NAME</u> | <u>FROM: SITE/POSITION</u> | <u>TO: SITE/POSITION</u> | <u>REPLACES</u> | <u>EFFECTIVE</u> |
|------------------|----------------------------|----------------------------|-----------------|------------------|
| Walter Boatright | RTC Principal/Dir. CTE | District Office/Dir. of HR | Bill Brothers | 12/21/2016 |

MISCELLANEOUS:**Suwannee High School:**

Ashley Cato-Conner, Allied Health Teacher, to work up to 80 hours on weekends for on-site clinical supervision of the Allied Health students.

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:**Food Service Department:**

Pamela Carver, SMS Food Service Manager, effective January 4, 2017

REPLACES: Arlene Baker

Kimberly Choe, SHS Food Service Assistant Manager, Temporary, effective December 5, 2016

REPLACES: Rebecca Kirby

PART-TIME/HOURLY EMPLOYEES:

Uriel Ramirez, SIS Food Service Worker 3 hour, effective November 29, 2016

REPLACES: Sarah Hatch

Leslie Kurtz, SIS Food Service Worker 3 hour, effective November 17, 2016

REPLACES: Toni Vargas-Garcia

LEAVE OF ABSENCE FMLA:**Transportation:**

Hope Robinson, Bus Driver, October 21, 2016 through November 6, 2016

VOLUNTEERS:

| | | |
|---------------|-------------------|-------------------|
| Bryan Acres | Lyndsey Browning | Brittany Cooks |
| Kaylee Acres | Angelica Burwell | Lisa Corbin |
| Amy Atkins | Phyllis Campbell | Adrienne Corbin |
| Russell Barrs | Erin Cannon | Larry Cothron |
| Gale Bell | Amanda Cartwright | Kathie Crisp |
| Michael Bower | Ana Castillo | Heather Croft |
| Nina Brittian | Miranda Clayton | Jon Cummings |
| Britni Brooks | Gerald Collins | Stephanie Dampier |
| Debra Brown | Kimberley Collins | Christa Derringer |
| | Melissa Conner | Amelia Eastman |

Christopher Edgar
Steven Edwards
Lindsey Efrid
Stephanie Estrella
Nancy Eubanks
Amanda Floyd
Staci Feeney
Jessica Fenton
Benjamin Fenton
Samantha Ferguson
Brandon Fernald
April Fernandez
Maria Franco
Mark Floyd, Jr
Peggy Frye
Jamie Geiger
Kara George
Lisa Gill
Sharon Golding
Courtney Goodin
Shelley Grantham
Brandi Gresham
Heather Garrett
Lacey Geiger
Kenneth Golding
Toni Hansard
Jay Harris
John Hawes
Angelia Heathcock
Travis Henry

Kimberly Howard
Stacie Hudson
Christopher Keane
David Keen
MaryLou Kohn
Jay Harris
John Hawes
Angelia Heathcock
Kimberly Howard
Stacie Hudson
Christopher Keane
David Keen
Todd Kennon
MaryLou Kohn
Jaden Kolovitz
Janet Landry
Idell Lane
Aleigha Long
Jose Lopez
Davalynn Lopez
Kenya Manley
John Martz
Joshua McCook
Kathy McCray
Kenyon McFatten
Katherine Meeks
Chellsey Mitchell
Daniela Moreland
Cierra Parker
Lindsey Pritchett

Lindsey Ramsey
Royce Ratliff
Susan Roush
Lawrence Roush
Theodore Roush
Tina Roush
Ester Ruiz
Jessica Spears
Carol Stevens
Michel Sutton
Kendall Taylor
Aleshia Terry
Sarah Thormodson
Dana Tidwell
Denise Tognoli
Alicia Tompkins
Dorisela Torres
Brenda Valentin
Adam Walker
Michelle Wallace
Akyrianna Wheeler
Buddy Williams
Robin Williams
Kathleen Williams
Lynette Williams
Dan Wirck
Chase Wojick
Angela Wood
Jessica Young

End of List
2016-2017
School Year