

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
January 23, 2018

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by Suwannee Intermediate School

Special Recognition by the Superintendent:

RIVEROAK Technical College

- ch2m/Jose Guzman – Donation of Technology Equipment
- Kareem Armalin – Recipient of Student Incentive for DOE's GED Integrated Program Initiative
- Jeffery Creamer – Recipient of Student Incentive for DOE's GED Integrated Program Initiative

Suwannee Intermediate School – 5th Grade Florida Farm Bureau Essay Contest

- Sarah Shockley – 1st Place
- Katelyn McGee – 2nd Place
- Janeah Mitchell – 3rd Place
- Maria Cortes-Wilkes – 4th Place

Suwannee Middle School

- Taylor Paramore – Competed and represented the District at *Art in the Capitol Competition* in Tallahassee

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. 7-23)

December 12, 2017 - Workshop Session
 - Special Meeting

December 19, 2017 - Regular Meeting

2. The Superintendent recommends approval of the monthly financial statement for December 2017.
3. The Superintendent presents the following bills for the period December 1-31, 2017:

General Fund

#168750 - #169044	\$	2,525,201.70
Electronic Fund Transfers		<u>2,986,596.07</u>
	\$	5,511,797.77

Federal Fund

#50102 - 50180	\$	267,562.04
Electronic Fund Transfers		<u>251,961.47</u>
	\$	519,523.51

Food Service Fund

#32520 - 32579	\$	193,062.24
Electronic Fund Transfers		<u>86,537.46</u>
	\$	279,599.70

LCIF

#7678 - 7694	\$	170,372.89
Electronic Fund Transfers		<u>11,827.08</u>
	\$	182,199.97

4. The Superintendent recommends approval of the following budget amendments for fiscal year 2017-2018:

<u>General</u>	<u>LCIF</u>	<u>Special Revenues</u>
I-6	III-6	IV-6 (Federal)
		IV-6 (Food Service)

5. The Superintendent recommends approval to accept the following donated items:

<u>Site</u>	<u>Item</u>	<u>Donor</u>
RTC	- 3 Laptops and Microsoft Office Home and Student Suite for Student Incentives (Value: \$2,189.94)	ch2m/Jose Guzman
	- 3 Dell Inspiron 3000 Laptops Model #3567 (Value: \$1,739.97)	
	- 3 Microsoft Office Home and Student Suite (Value: \$449.97)	

REGULAR AGENDA

Chief Financial Officer – Vickie DePratter:

1. Discussion and possible action regarding the Fringe Benefits Committee recommendation for renewal of employee health insurance plans for the period May 1, 2018, through April 30, 2019.

2. The Superintendent recommends approval of the following resolutions for the 2017-2018 school year: (NEW) (Note: These resolutions have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2018-06R Resolution of the School Board of Suwannee County, Florida, determining that property located at 702 – 2nd Street, NW, Live Oak, Florida, containing 1.25 acres more or less, is no longer necessary for educational or ancillary purposes and should be sold. (New) (pg. 24)

#2018-07R Resolution of the School Board of Suwannee County, Florida, establishing its intent to reimburse certain capital expenditures with proceeds of a future tax-exempt financing; providing certain other matters in connection therewith; and providing an effective date. (New) (pgs. 25-26)

3. The Superintendent recommends approval to advertise and accept sealed bids for the disposal of real property located at 702 – 2nd Street, NW, Live Oak, Florida 32064.

4. The Superintendent recommends approval of the following contract for the 2017-2018 school year: (NEW) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2018-107 Bond Counsel and Disclosure Counsel Retainer Agreement by and between The School Board of Suwannee County, Florida, and Bryant Miller Olive P.A. (New) (pgs. 27-38)

Assistant Superintendent of Instruction – Janene Fitzpatrick:

5. The Superintendent recommends approval and certification of the 2017-2018 Class Size Reduction Compliance Plan. (pgs. 39-41)

Director of Career, Technical, and Adult Education – Mary Keen:

6. The Superintendent recommends approval of the following contract/agreement for the 2017-2018 school year: (NEW) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2018-103 Agreement between Suwannee County School Board and Solaris Healthcare Lake City, LLC, Lake City, Florida for the Commercial Foods and Culinary Arts, and Dietetic Management and Supervision Programs (*New*) (NOTE: This contract replaces Contract #2018-95, which was previously Board approved on October 24, 2017.) (pgs. 42-49)

7. The Superintendent recommends approval of RIVEROAK Technical College Strategic Plan for July 2017 – June 2022 (pgs. 50-54)

Director of Curriculum and Instruction – John Olson:

8. 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 2017-2018. (Copies are available for review in the office of the Director of Curriculum and Instruction.)

Director of Human Resources – Walter Boatright:

9. The Superintendent recommends approval of the following personnel items for the 2017-2018 school year:
 - a. Reclassify the Registrar positions at RIVEROAK Technical College, Suwannee High School, and Suwannee Middle School, from Line 6 to Line 3 on the *Noninstructional Salary Schedule 2017-2018 Secretarial and Other Office Personnel*, retroactive to December 12, 2017. (Note: This salary schedule was Board approved at the December 12, 2017, Special Meeting.)

- b. Reclassify the School Secretary position at RIVEROAK Technical College to a Clerk position at RIVEROAK Technical College. (Note: For compensation purposes, the position will go from Line 4 to Line 6 on the *Noninstructional Salary Schedule 2017-2018 Secretarial and Other Office Personnel*, retroactive to December 19, 2017.)

10. Personnel Changes List (pgs. 55-59)

School Board Attorney – Leonard Dietzen:

11. Legal Counsel's Report

Superintendent of Schools – Ted Roush:

12. Superintendent's Report

School Board Members:

13. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
December 12, 2017

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 1729 Walker Avenue, SW, Suite 300, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, and Ed daSilva, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. School Board Member Ronald White arrived at 9:07 a.m. School Board Member Catherine Cason was absent.

Administrators and others present: Walter Boatright (arrived at 9:30 a.m.), Bill Brothers (arrived at 9:07 a.m.), Ethan Butts (arrived at 9:07 a.m.), Mark Carver, Lisa Dorris (arrived at 9:23 a.m.), Carolina Figueroa, Janene Fitzpatrick, Malcolm Hines (arrived at 10:10 a.m.), Mary Keen (arrived at 9:16 a.m.), Chris Landrum, John Olson, Kecia Robinson, Marsha Tedder (arrived at 9:10 a.m.), T.J. Vickers (arrived at 9:13 a.m.), and Josh Williams (arrived at 9:09 a.m.). Dr. Ester DeJong, ELL Consultant; and Tracy Gallentine, with Trane, were also present.

Chairman Taylor called the meeting to order at 9:00 a.m.

Assistant Superintendent of..... Janene Fitzpatrick
Instruction Department Update

- Supplementary Instruction Support Leader
for English Language Learners (ELL) Grant
(Presenter: Ester DeJong)

Dr. DeJong provided an update for the Supplementary Instruction Support Leader for ELL Grant.

Facilities Department Update.....Mark Carver

- Five Year Work Plan and Trane Projects

Mr. Roush provided background information regarding the Five Year Facilities Work Plan for 2017-2018. Mr. Carver distributed and reviewed a handout on the Five Year Facilities Work Plan for 2017-2018.

Mr. Carver reported on the following:

- Old District Office Building – Mr. Carver asked for direction from the Board regarding disposition of the property. Mrs. DePratter provided several options on disposition of the property. Mr. Taylor suggested that one person be the spokesperson for the District in regards to the property, whether it be the Superintendent or his designee; and all information should be forwarded to the Superintendent. Board consensus was that any dollars received from the old building should only be designated for construction of the new Admin/District Office Building. Board consensus was to dispose of the property. Discussion followed whether to have a sealed bid process with rights of refusal, hold an auction, or put up for sale. Mr. Roush stated that a recommendation would be brought back on the matter.

The workshop recessed at 10:02 a.m. and resumed at 10:10 a.m.

Mr. Carver continued his presentation on the following:

- Performance Contracting (Trane)
- Five Year Facilities Work Plan – Mr. White stated he does not agree to go forward with the construction of a new Admin/District Office Building. He would like to wait at least one more year. Mr. Alcorn, Mr. daSilva, and Mr. Taylor stated they felt that we do not need to put the construction off; and that we need to move forward with the new construction. They also stated that we need to research and explore the best way to finance the new construction.

Superintendent Update Ted Roush

Mr. Roush reported on the following:

- Announced that graduation will be held next Wednesday for the Phlebotomy Program and next Thursday for PCT Program.
- Thanked Mrs. DePratter, as the District's Chief Negotiator, and the IBB Team for their hard work and skill in the ongoing positive negotiations.
- Joy Frank, with FADSS, sent out a list this week regarding the proposed changes from the Constitution Revision Commission.

The workshop adjourned at 11:58 a.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
December 12, 2017

MINUTES

The Suwannee County School Board met in Special Session on this date in the School Board Meeting Room, 1729 Walker Avenue, SW, Suite 300, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Ed daSilva, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. School Board Member Catherine Cason was absent.

Mr. Dave Stephens, with FSBIT, was also present.

Chairman Taylor called the meeting to order at 12:03 p.m.

MOTION by Mr. daSilva, second by Mr. Alcorn, for approval to adopt the agenda.
MOTION CARRIED UNANIMOUSLY

Chief Financial Officer – Vickie DePratter:

1. MOTION by Mr. daSilva, second by Mr. Alcorn, for approval of the negotiated salary schedule for 2017-2018 and collective bargaining items tentatively agreed upon. (pgs. 2-5) MOTION CARRIED three to one; with Mr. White voting NO.
2. MOTION by Mr. Alcorn, second by Mr. White, for approval to provide for a nonrecurring bonus to administrators and confidential employees in the amount of \$250 for 2017-2018. MOTION CARRIED UNANIMOUSLY
3. MOTION by Mr. White, second by Mr. daSilva, for approval to accept an offer from AIG Insurance Company in the amount of \$453,000 for settlement of the insurance claim associated with the District administration building located at 702 – 2nd Street, NW, Live Oak, Florida.

Mr. White stated, for the record, that the insurance claim settlement funds be specifically line itemed (deposited/used) for construction of the new Admin/District Office Building. Mr. Roush responded that it would be handled in that manner. Mr. Alcorn asked Mrs. DePratter to email the Board a copy of the itemized insurance settlement on the old District Office Building.

MOTION CARRIED UNANIMOUSLY

4. MOTION by Mr. Alcorn, second by Mr. daSilva, for approval of the following contract/agreement for the 2017-2018 school year: (RENEWAL)

#2018-102 Engagement Agreement between Rumberger, Kirk & Caldwell, P.A. and Suwannee County School District 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. 6-10)

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 12:20 p.m.

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
December 19, 2017

MINUTES

The Suwannee County School Board met in Regular Session on this date in the School Board Meeting Room, 1729 Walker Avenue, SW, Suite 300, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Catherine Cason, Ed daSilva, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager.

UTSC President Eric Rodriguez and School Resource Officer Rachael Rodriguez were also present.

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

Student remarks and pledge to the flag by Suwannee Primary School student volunteers.

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.)

- Mr. John Lacquey, representing the North Central Florida Tea Party, addressed the Board regarding the new Admin/District Office Building. He stated that he was not against the new building, but felt the need to slow down and put the project on hold. He also addressed concerns with Branford schools and questioned if we needed to be spending \$3 million on a new Admin/District Office building. Mr. Roush responded to Mr. Lacquey's concerns.

MOTION by Mr. daSilva, second by Ms. Cason, for approval to adopt the Agenda, along with the Agenda Addendum. MOTION CARRIED UNANIMOUSLY

MOTION by Mr. Alcorn, second by Mr. White, 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. 7-20)**

November 14, 2017 - Workshop Session
 - Reorganization Meeting
 - Regular Meeting

2. Approval of the monthly financial statement for November 2017.

3. Presents the following bills for the period November 1-30, 2017:

General Fund	
#168393-168749	\$ 1,872,176.27
Electronic Fund Transfers	<u>2,460,653.22</u>
	\$ 4,332,829.49

Federal Fund	
#50015-50101	\$ 213,801.49
Electronic Fund Transfers	<u>254,213.94</u>
	\$ 468,015.43

Food Service Fund	
#32423-32519	\$ 446,203.34
Electronic Fund Transfers	<u>78,250.20</u>
	\$ 524,453.54

LCIF	
#7659-7677	\$ 228,304.24
Electronic Fund Transfers	<u>0.00</u>
	\$ 228,304.24

4. Approval of the following budget amendments for fiscal year 2017-2018:

General
I-5

LCIF
III-5

Special Revenues
IV-5 (Federal)
IV-5 (Food Service)

5. Approval of the following contracts/agreements for the 2017-2018 school year: (RENEWAL) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

- #2018-100 Career Pathways Articulation Agreement between North Florida Community College and District School Board of Suwannee County for Allied Health Assisting for Program of Study: Medical Assisting; Early Childhood Education Program of Study: Early Childhood; and Surgical Technology for Program of Study: Medical Assisting (*Renewal*) (pgs. 21-26)
- #2018-101 District Interinstitutional Articulation Cooperative Agreement for Career Pathways between the District Board of Trustees of Santa Fe College, Florida and the School Board of Suwannee County for Administrative Office Specialist, Allied Health Assisting-Nursing Assistant, Automotive Service Technology, Digital Design, Early Childhood Education-Teacher Assisting, and Finance Programs (*Renewal/Revised*) (pgs. 27-50)

6. Approval of the following student transfers for the 2017-2018 school year. Parents will provide transportation.

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Caitlin	Coffman	Suwannee	Columbia	7
Caylee	Coffman	Suwannee	Columbia	5
Cody	Coffman	Suwannee	Columbia	9

REGULAR AGENDA

Assistant Superintendent of Administration – Bill Brothers:

1. MOTION by Mr. Alcorn, second by Mr. daSilva, for approval to advertise additions and revisions to the Suwannee County School Board Policy Manual as follows:

#3.20 Pledge of Allegiance and Solemnizing Message (*Revised*)
(pgs. 51-54)

MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. daSilva, second by Ms. Cason, for approval of the 2017-2018 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.)
MOTION CARRIED UNANIMOUSLY

Director of Career, Technical, and Adult Education – Mary Keen:

3. MOTION by Mr. daSilva, second by Mr. Alcorn, for approval of the following contract/agreement for the 2017-2018 school year: (NEW) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2018-88 Career Pathways Articulation Agreement between Somerset-Jefferson and Suwannee County School Board through RIVEROAK Technical College for Digital Design for Program of Study: Administrative Office Specialist, Digital Design, and Medical Administrative Specialist; Digital Information Technology Program of Study: Administrative Office Specialist, Digital Design, and Medical Administrative Specialist; Culinary Arts for Program of Study: Commercial Foods and Culinary Arts; and Entrepreneurship for Program of Study: Administrative Office Specialist and Medical Administrative Specialist (*New*) (pgs. 55-61)

MOTION CARRIED UNANIMOUSLY

4. MOTION by Mr. White, second by Mr. Alcorn, for approval of the following curriculum item for the 2017-2018 school year:

- a. Amended 2017-2018 PSAV Adult Course Calendar for RIVEROAK Technical College. (pg. 62)

MOTION CARRIED UNANIMOUSLY

Director of Curriculum and Instruction – John Olson:

5. MOTION by Mr. daSilva, second by Ms. Cason, for approval of District participation in the *2018 Commissioner's Academic Challenge*, Florida's high school academic tournament, scheduled for April 19-21, 2018, in the amount of \$2,000. MOTION CARRIED UNANIMOUSLY

Director of Facilities – Mark Carver:

6. MOTION by Mr. daSilva, second by Ms. Cason, for approval of the sale of real property consisting of one acre situated in a portion of the SW ¼ of Section 26, Township 2 South, Range 13 East, Suwannee County, Florida, to Gordon Tractor, Inc. for the sum of \$32,000. MOTION CARRIED UNANIMOUSLY
7. MOTION by Mr. daSilva, second by Mr. Alcorn, for approval of the Florida Department of Education Five Year Facilities Work Plan for fiscal year 2017-2018. (A copy is available in the office of the Director of Facilities.) MOTION CARRIED four to one; Mr. White voted NO.

Action on the Agenda Addendum

Director of Facilities – Mark Carver:

- #1. MOTION by Mr. daSilva, second by Ms. Cason, for approval to advertise for construction management services for the construction of the new Admin/District Office Building. MOTION CARRIED four to one; Mr. White voted NO.

End of Agenda Addendum

Director of Human Resources – Walter Boatright:

8. MOTION by Mr. daSilva, second by Mr. Alcorn, for approval of the following RFP:

#14-210 An additional one year extension (July 1, 2017, through June 30, 2018) for Document Imaging Services to Micrographics, Inc.

MOTION CARRIED UNANIMOUSLY

9. MOTION by Mr. daSilva, second by Ms. Cason, for approval of the Personnel Changes List, with the following corrections: Page 64, under Retirements: Non-Instructional, Katherine Howard's effective date should be January 8, 2018, instead of January 8, 2017; Page 65, under Suwannee Elementary, Irina Hutcheson's effective date should be November 13, instead of November 27; Page 65, under Transfers/Reassignments, Donna Rightmire's effective date should be November 13, instead of November 1. (pgs. 63-69) MOTION CARRIED UNANIMOUSLY

PERSONNEL CHANGES APPROVED:

RECOMMENDATIONS FOR THE 2017-2018 SCHOOL YEAR:

RESIGNATIONS: INSTRUCTIONAL:

Suwannee High School:

Rayanna Johnson, Teacher, effective November 30, 2017

RETIREMENTS: INSTRUCTIONAL:

Suwannee Primary:

Marilyn Utz-Salsberry, Teacher, effective June 1, 2018

Suwannee High:

Melissa Woodrum, Teacher, effective June 1, 2018

RIVEROAK Technical College:

Robert Makela, Teacher, effective June 1, 2018

RESIGNATION: NON-INSTRUCTIONAL:

Food Service:

Leah Cribb, 3 hour Food Service Worker, effective November 13, 2017

Suwannee Primary:

Drea Taylor, Pre-K Paraprofessional, effective January 8, 2018

Transportation:

Shawn Neely, Bus Attendant, effective, November 27, 2017

Larry Nikula, Crossing Guard, effective November 13, 2017

RETIREMENTS: NON-INSTRUCTIONAL:

Katherine Howard, 6 hour Food Service Worker, effective January 8, 2018

RECOMMENDATIONS: INSTRUCTIONAL:

RIVEROAK Technical College:

Jenny Hurst, LPN Instructor, effective November 13, 2017

REPLACES: Heather Barton

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Branford Elementary:

Denrich Lumpkin, Custodian, effective November 28, 2017

REPLACES: Erica Jordan Daies

District Office:

Jennifer Floyd, Employee Benefits Specialist, effective November 27, 2017

REPLACES: Marsha Brown

Suwannee Elementary:

Marilyn Gonzalez-Santos, 3 Hour Food Service Worker, effective November 27, 2017

REPLACES: Carol Jenkins

Irina Hutcheson, 6 Hour Food Service Worker, effective November 13, 2017

REPLACES: Yamile Gafas

Suwannee Intermediate:

Susana Beltres, 3 Hour Food Service Worker, effective November 27, 2017

REPLACES: Leslie Kurtz

Quintonia Smith, 3 Hour Food Service Worker, effective November 27, 2017

REPLACES: Karen Parson

Suwannee Middle School:

Cierra Parker, 3 Hour Food Service Worker, effective November 27, 2017

REPLACES: Debbie Konecki

Suwannee High School:

Tramane Carwise, Paraprofessional, effective 11/28/17

REPLACES: Justin Bruce

Nichole Smith, 3 Hour Food Service Worker, effective November 27, 2017

REPLACES: New Position

TRANSFERS/REASSIGNMENTS:

<u>NAME</u>	<u>FROM: SITE/POSITION</u>	<u>TO: SITE/POSITION</u>	<u>EFFECTIVE</u>	<u>REPLACES</u>
Donna Rightmire	BES/3 Hr Food Service Worker	BHS/3 Hr Food Service Worker	11/13/2017	Leah Cribb

PART-TIME/HOURLY EMPLOYEE:

Approval for the following employee for the first term 2017-2018

COMMUNITY EDUCATION (Pending class enrollment)

Margaret Wooley Floral Design and Wreath Making

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>REPLACES</u>
Jean Eckhoff	Planning Period	Suwannee Virtual	
John Perry	Girls Basketball	Branford High School	Brooke Harrleston
Robert Phillips	Planning Period	Branford High School	
Kelly Waters	Majorettes	Suwannee High School	
Pam Williams	Varsity Cheerleading	Suwannee High School	

LEAVE OF ABSENCE (ILLNESS IN THE LINE OF DUTY):**District Office:**

Rosa Perez, Custodian, August 14, 21, 28, 30, and September 1, for a total of 5.00 hours

LEAVE OF ABSENCE (FAMILY AND MEDICAL LEAVE):**Suwannee Middle School:**

Miriam Venero, extension tentatively November 15, 2017, through December 8, 2017, without pay, with the option of returning sooner if released by doctor.

Transportation:

Paula Cherry, extension tentatively December 11, 2017, through January 30, 2018, without pay, with the option of returning sooner if released by the doctor.

LEAVE OF ABSENCE (MATERNITY LEAVE):**Branford High School:**

Erin Cannon, tentatively January 16, 2018, through February 27, 2018, without pay, with the option of returning sooner if released by the doctor.

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

Carmen Reyes, tentatively November 14, 2017, through December 20, 2017, without pay, with option of returning sooner if released by doctor.

Suwannee Middle School:

Miriam Venero, tentatively December 11, 2017, through December 20, 2017, without pay, with the option of returning sooner if released by doctor.

Transportation:

Haddie Mann, tentatively November 13, 2017, through December 20, 2017, without pay, with the option of returning sooner.

Gina Knight, tentatively November 1, 2017, through November 17, 2017, without pay, with the option of returning sooner.

LEAVE OF ABSENCE (PERSONAL LEAVE):

Branford Elementary School:

Sara Benson, extension tentatively November 27, 2017, through January 5, 2018, without pay, with the option of returning sooner.

Suwannee Primary School:

Wildaly Nieves-Lopez, tentatively January 8, 2018, through May 31, 2018, without pay, with the option of returning sooner.

Transportation:

David Boyce tentatively October 30, 2017, through November 9, 2017, without pay, with the option of returning sooner.

MISCELLANEOUS:

District Wide/21st Century:

The following to work as paraprofessional in the 21st Century Program District wide:

June Bashaw

SUBSTITUTES:

The following as a Substitute Bus Driver:

May Collins

The following as Substitute Bus Attendants:

Roshunda Bowden

Paul Mercer

Laura Jaramillo

VOLUNTEERS:

Kaylee Acres

Ann Marie Albertson

Araceli Alvarez

Richard Baan

Susan Baan

Denise Baker

Tracy Baldwin

Angela Barker

April Beck

Benny Beckner

Christina Blanco

Karen Boling

Cherie Bradow

Danelle Bradow

Robert Bradow

Matthew Bradow

David Brooks

Andy Brown

Sheena Brown

Robert Burnett

Sylvia Burnham

S. Anita Burnham

Betty Butler

Yanet Cabrera

Whitney Campbell

Shirley Campbell

Brittney Cannon

Jeremy Cannon

Angela Carrier

Ashley Carrier

Luz Cartagena

Casey Carter

Brenda Clark

Kim Cohen

Melissa Conner

Laurene Cook

Jennifer Coombs

Shirley Cox

William Crawford

Janet Crawford

Angela Crawford

Jenifer Creech

Michelle Cribbs

Ronald Cribbs

Brian Criggall

Wendy Cummings
Kelly Danaher
April Darling
Stevie Dasher
Monica Davis
Carmilla Derringer
Cayla Derringer
Yolanda Diaz
Sadie Diaz
Marcel Djulvez
Catherine Dunmoyer
Joseph Eakins
Dawn Eakins
Christopher Edgar
Nancy Eubanks
Calvin Evans
Beverly Fetter
Chad Fezatte
Brandi Frazier
Kristina Galvan
Martin Gamez
Yanislyui Garcia
Michael Garner
Lourdes George
Shirley Gibson
Willie Greene
Ashley Hancock
Toni Hansard
Cythia Heffernan
Majesta Hewiett
Betty Hicks
Kimberly Howard
Melissa Hughes
Whitney Humphries
Kelley Humphries
Ester Hurtado
Rhonda Ivey
Victoria Jensen
Amy Johnson
Charlotte Johnson
Shaniqua Jones
Sharon Jones
Christopher Keane
Amy Knight
Ragon Knight
MaryLou Kohn
Donna Koon
Robin Lamm
Adrian Land

Lacey Lashley
Sharon Law
Joseph Lee
Kyla Lee
Jessica Lindsey
Keri Lynn
Michael Malaguti
Patriece Matthews
Sherry McCall
April McClanahan
Joshua McCook
Breanna McCullen
Betty McFarland
Peggy Mead
Nichole Menefee
Laura Merritt
Melissa Miller
Hannah Miller-Montoya
Kershta Mitchell
Leslie Mitchell
Virginia Montoya
Crystal Moore
Aaron Morales
Flora Moreno
Erin Morris
Cara Morris
Christopher Morris
Deidre Mosley
Tara Mott
Lindsay Nettles
Michael Nettles
Pamela Nettles
James Noe III
Heather Nolan
Karen Norton
Crystal Nur
Heather Ogburn
Julia Oliva
Shannon Osgood
Taryn Ott
David Owen
Samantha Owen
Tiffani Owens
Eloina Pablo-Perez
Jack Pait
Rose Paredes-Calan
Melissa Parkerson
Lisa Parrish
Tina Pate

Karen Patrick
Teresa Paulsen
Carlos Pedrosa
Robert Penland
Lyndsie Pennell
Elizabeth Perdue
Ammisaddai Perez
Guadalupe Perez
JoAnn Perry
Bryan Peters
Krysten Pierce
Nancy Pitts
Robert Pitts
Connie Poole
Stephanie Poole
Sara Prevatt
Holly Prevatt
Alisa Prince
Marilyn Prins
Roshunn Purvis
Brandi Radford
Stacey Ragans
Charlotte Ramer
Adan Ramirez
Ana Ramirez
Lindsey Ramsey
Renae Rath
Royce Ratliff
Angela Redd
Jean Revis
Juana Rios
Alicia Rivas
Kimberly Rizer
Erin Roberts
Ethan Roberts
Pascuala Rodriguez
Jennifer Rogers
Thomas Roper
Rebecca Rose
Ted Roush
Shannon Rubino
Eva Rust
Tina Ryker
Kyle Sabourin
Heather Sabourin
Tiffany Sagraves
Ashley Salyers
David Salyers
Tamara Sandlin

Richard Sapp
Jennifer Schraud
Nancy Scott
Noemi Seda
Cheri Sexton
Sabrina Sexton
Steven Sexton
Wendy Shaw
Kelly Sikes
Mendy Sikes
Slade Sikes
John Simpo
Jennifer Sims
Elisha Smith
Lori Smith
Jennifer Smith
Michael Smith
Krystina Snider
Kurt Snipes
Nina Snipes
Cara Soride
Matthew Soride
Ana Sotomayor
Anthony Stebbins
Brandy Stebbins
Summer Steedley
Bridget Stegall
Casandra Stephens
Kayla Stephens
Janet Stiles
Magen Stofel

Jessica Sullivan
Michel Sutton
Kimberley Taylor
Kendall Taylor
Martha Taylor
Miranda Tehan
Karen Terry
Crickett Thomas
Aliesha Thompson
Jennifer Thompson
Dana Tidwell
Dorisela Torres
Carrie Torres
Nanette Tyler
Bambi Uhles
Brenda Valentin
Betty Van Devander
Lynda Vann
Kristin VanRiel
Megan VanZile
Jason VanZile
Yomaris Vega
Leticia Villeda-Franco
Billie Vincent
Johnny Vincent
Johnny Vincent Jr.
Jessica Wagner
Adam Walker
Angela Walker
Andrea Walker
Christina Ward

Hansen Ward
Vicki Waters
Norhaya Weisner
Samantha Wenig
Bryan Whitaker
Misty Whitaker
Anetha Whitaker
Dolores White
Yomalie White
Donna Whitfield
Crystal Whitt
Sherry Widner
Aubrey Wilkerson
Kathleen Williams
Travis Williams
Nicole Williams
Kelli Williamson
Mary Willis
Helen Wilson
Buffie Wingate
Jennifer Winnett
Jessie Wolff
Dianelys Woloszyn
Angela Wood
Yolanda Xithe
Justin York
Anthony Young
Jessica Young
Naidamar Zavala
Luann Zude

**End of List
2017-2018
School Year**

School Board Attorney – Leonard Dietzen:

10. Legal Counsel's Report

- Mr. Dietzen reported he had received a notice that a lawsuit has been filed by the Florida Education Association (FEA) regarding the Best and Brightest performance-based bonus pay system.

Superintendent of Schools – Ted Roush:

11. Superintendent's Report

Mr. Roush reported on the following:

- Potential items for the January Workshop will be to discuss traffic issues at Branford Elementary School with DOT representatives; and also look at staffing formulas with regards to front office staff at Branford High School.
- Suwannee Elementary School was recently nominated as a Title I Distinguished School. He noted that only two schools were nominated in the state of Florida.
- District Spelling Bee Competition will be held January 19, 2018, here in the Board Room
- Received notice regarding a press release from DOE pertaining to the increase in the number of industry certifications. Mrs. Keen stated that our District had a significant increase in industry certifications.
- Recommendation will be brought in January to accept bids on the old Admin/District Office Building, with the right of refusal on any or all offers.
- Asked Mrs. Fitzpatrick to provide information on the upcoming Community Forum Meetings, which will potentially be held in January 2018 (one in Branford and one in Live Oak). She also stated that feedback from these meetings will help to provide information to update the District's Strategic Plan.
- Fringe Benefits Committee is working extremely hard to bring back a recommendation regarding the District's health insurance renewal for 2018.
- Wished everyone a Merry Christmas and Happy New Year!

School Board Members:

12. Issues and concerns Board members may wish to discuss

- Board members wished everyone a Merry Christmas!
- Mr. daSilva asked that the District's Strategic Plan be discussed at the January Board workshop. He expressed his thanks and appreciation to Mr. Roush for his leadership, as well as everyone's hard work and positive attitude regarding the move out of the old District Office Building.

The meeting adjourned at 7:18 p.m.

RESOLUTION OF THE SCHOOL BOARD OF SUWANNEE COUNTY, FLORIDA DETERMINING THAT PROPERTY LOCATED AT 702 2ND STREET, NW, LIVE OAK, FLORIDA, CONTAINING 1.25 ACRES MORE OR LESS, IS NO LONGER NECESSARY FOR EDUCATIONAL OR ANCILLARY PURPOSES AND SHOULD BE SOLD.

WHEREAS, the School Board of Suwannee County, Florida, wants to dispose of its former administration building located at 702 2nd Street, NW, Live Oak, Florida;

WHEREAS, §1013.28, Florida Statutes, and Florida State Requirements for Educational Facilities require a determination that said real property is unnecessary for educational or ancillary purposes as recommended in an educational plant survey; and

WHEREAS, it is in the best interest of the public to sell said real property.

BE IT RESOLVED by the School Board of Suwannee County, Florida, that the real property described above is unnecessary for educational or ancillary purposes as recommended in an educational plant survey, and in it is the best interest of the public to sell said real property; and

BE IT FURTHER RESOLVED that the School Board of Suwannee County, Florida, directs the Superintendent and his designees to publicly advertise and accept sealed bids for the purchase and sale of the above referenced real property and submit such bids to the Board along with a recommendation regarding acceptance. The Board reserves the right to reject any all bids in which case the Board may to list above referenced real property for sale with a licensed Florida real estate broker.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2018.

SCHOOL BOARD OF SUWANNEE
COUNTY, FLORIDA

By: _____
Jerry Taylor, Chairperson

ATTEST:

Ted L. Roush, Superintendent

RESOLUTION NO. 2018-07R

A RESOLUTION OF THE SCHOOL BOARD OF SUWANNEE COUNTY, FLORIDA ESTABLISHING ITS INTENT TO REIMBURSE CERTAIN CAPITAL EXPENDITURES WITH PROCEEDS OF A FUTURE TAX-EXEMPT FINANCING; PROVIDING CERTAIN OTHER MATTERS IN CONNECTION THEREWITH; AND PROVIDING AN EFFECTIVE DATE.

BE IT RESOLVED BY THE SCHOOL BOARD OF SUWANNEE COUNTY, FLORIDA, ACTING AS THE GOVERNING BODY OF THE SCHOOL DISTRICT OF SUWANNEE COUNTY:

SECTION 1. AUTHORITY FOR THIS RESOLUTION. This Resolution is adopted pursuant to the provisions of Chapter 1001, Florida Statutes, and other applicable provisions of law (collectively, the "Act").

SECTION 2. FINDINGS. It is hereby ascertained, determined, and declared that:

A. The School Board of Suwannee County, Florida (the "Board") has determined that the need exists to incur debt in order to finance educational capital improvements consisting of constructing, acquiring, and equipping a new administration building (the "Project").

B. It is expected that the costs of the Project will be reimbursed by and financed with the proceeds of a future tax-exempt financing.

SECTION 3. DECLARATION OF INTENT. The Board hereby expresses its intention to be reimbursed from proceeds of a future tax-exempt financing for capital expenditures paid by the Board in connection with the incurrence of debt for the purpose of constructing, acquiring, and equipping the Project. The Board expects to use legally available funds to pay such costs, including, but not limited to, capital expenditures, costs of design and engineering, and other costs associated with the incurrence of debt. It is reasonably expected that the total amount of debt to be incurred by the Board with respect to the Project will not exceed \$3,000,000. This Resolution is intended to constitute a "declaration of official intent" within the meaning of Section 1.150-2 of the Income Tax Regulations, which were promulgated pursuant to the Internal Revenue Code of 1986, as amended, with respect to the debt incurred to finance the Project.

SECTION 4. SEVERABILITY. If any one or more of the covenants, agreements, or provisions of this Resolution should be held contrary to any express provision of law or contrary to the policy of express law, though not expressly prohibited or against public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements, or

provisions shall be null and void and shall be deemed separate from the remaining covenants, agreements, or provisions of this Resolution.

SECTION 5. REPEALER. This Resolution supersedes all prior actions of the Board inconsistent herewith. All resolutions or portions thereof in conflict with the provisions of this Resolution are hereby repealed to the extent of any such conflict.

SECTION 6. EFFECTIVE DATE. This Resolution shall become effective immediately upon its adoption.

ADOPTED at a regular meeting this ____ day of _____, 2018.

**SCHOOL BOARD OF SUWANNEE
COUNTY, FLORIDA, ACTING AS THE
GOVERNING BODY OF THE SCHOOL
DISTRICT OF SUWANNEE COUNTY,
FLORIDA**

By: _____
Chairman of The School Board of
Suwannee County, Florida

ATTEST:

Superintendent/Secretary

**BOND COUNSEL
AND
DISCLOSURE COUNSEL
RETAINER AGREEMENT**

=====

By and Between
THE SCHOOL BOARD OF SUWANNEE COUNTY, FLORIDA
and
BRYANT MILLER OLIVE P.A.

=====

BOND COUNSEL AND DISCLOSURE COUNSEL RETAINER AGREEMENT

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BOND COUNSEL AND DISCLOSURE COUNSEL RETAINER AGREEMENT

THIS BOND COUNSEL AND DISCLOSURE COUNSEL RETAINER AGREEMENT (this "Retainer Agreement") is entered into by and between The School Board of Suwannee County, Florida (the "School Board") and the law firm of Bryant Miller Olive P.A. (the "Firm") as of the ____ day of _____, 2018.

WHEREAS, the Firm and its members have a local and statewide presence, have provided, and continue to provide, bond counsel, disclosure counsel and special counsel services to local governments throughout the State of Florida and the Southeastern United States of America; and

WHEREAS, the School Board and the Firm desire to document and memorialize that the Firm shall be available to serve, on an as needed basis, as bond counsel, disclosure counsel, and/or special counsel to the School Board; and

WHEREAS, the School Board and the Firm desire to respectively receive and provide legal services specifically described herein pursuant to this Retainer Agreement.

NOW, THEREFORE, it is agreed as follows:

1. RETAINER AGREEMENT. This Retainer Agreement shall memorialize and supplant any prior agreements between the parties concerning the provision of bond counsel, disclosure counsel and special counsel legal services.

2. BOND COUNSEL SERVICES.

(A) The Firm as bond counsel will, when requested by the School Board, perform the following services with respect to the issuance of certificates of participation, bonds, notes or other obligations of the School Board (herein collectively referred to as "bonds"), and matters relating thereto:

(1) review of proposed financing programs as to legal feasibility, compliance with applicable law and pending or proposed revisions to the law, including United States Treasury regulations;

(2) advice as to structuring procedures, required approvals and filings, schedule of events for timely debt issuance, and other legal matters relative to such debt;

(3) attend meetings with School Board staff, general counsel and officials, the School Board financial advisor, if any, the School Board's underwriters and others as appropriate for development of the debt materials or dissemination of information in connection therewith;

(4) prepare resolutions and any amendments thereto in order to authorize the debt;

(5) prepare or review the trust indentures, loan agreements, escrow agreements, and any other agreements or similar documents necessary, related or incidental to any financing;

(6) prepare (or assist counsel to the School Board in the preparation of) all validation pleadings, including complaint, notice of service, proposed answer, memorandum of law, and proposed order and to be in attendance to conduct (or assist) with any validation proceeding;

(7) if sale is by competitive bid, assist in preparation of the bid comments, notice of sale, evaluation of bids and any other documentation or action necessary to conduct a sale of the bonds in that manner;

(8) review the transcripts of all proceedings in connection with the foregoing and indicate any necessary corrective action;

(9) prepare, obtain, deliver and file all closing papers necessary in connection with any debt, including, but not limited to, certified copies of all minutes, ordinances, resolutions, and orders; certificates such as officers, seal, incumbency, signature, no prior pledge; and verifications, consents and opinions from accountants, engineers, special consultants and attorneys;

(10) review all disclosure documents prepared and authorized by the School Board, but only insofar as such documents describe the bonds and summarize the underlying documents; however, the Firm shall assume no responsibility for (a) the disclosure documents insofar as such documents describe the financial circumstances of the offering or any other statistics, projections or data, or (b) for ensuring qualification of the bonds for sale under the "blue-sky" laws or jurisdiction; and

(11) subject to the completion of proceedings to the Firm's satisfaction, render a legal opinion regarding the validity and binding effect of the bonds, the source of payment and security for the bonds, and the excludability of interest on the bonds from gross income for federal income tax purposes.

(B) The Firm's duties as bond counsel in this engagement are limited to those expressly set forth herein and do not include:

(1) assisting in the preparation or review of an offering statement, if any, or any other disclosure document with respect to the bonds, or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document or

rendering advice that the offering statement or other disclosure document does not contain any untrue statement of a material fact or omit to state a material fact necessary to make the statements contained therein, in light of the circumstances under which they were made, not misleading;

- (2) preparing requests for tax rulings from the Internal Revenue Service;
- (3) preparing blue sky or investment surveys with respect to the bonds;
- (4) drafting state constitutional or legislative amendments;
- (5) pursuing test cases or other litigation, such as contested validation proceedings, except as set forth above;
- (6) making an investigation or expressing any view as to the creditworthiness of the School Board, any credit enhancement provider, or the bonds; or, providing services related to derivative financial products (e.g. "swaps" and related documents or opinions);
- (7) assisting in the preparation of, or opining on, a continuing disclosure undertaking pertaining to the bonds or, after closing, providing advice concerning any actions necessary to assure compliance with any continuing disclosure undertaking;
- (8) representing the issuer in Internal Revenue Service examinations or inquiries, or Securities and Exchange Commission investigations;
- (9) after closing, providing continuing advice to the issuer, the borrower or any other party concerning any actions necessary to assure that interest paid on the bonds will continue to be excludable from gross income for federal income tax purposes (e.g., the Firm's engagement does not include rebate calculations for the bonds);
- (10) provide bankruptcy legal services, review of post-closing investment contracts, or provide legal services in connection with interest rate swap agreements; or
- (11) addressing any other matter not specifically set forth above that is not required to render the Firm's bond opinion.

For the services described above (other than validation procedures and related appeals), the School Board agrees that the Firm shall be compensated for bond counsel services, at the time the bonds are issued, at a contingent fee equal to:

Certificates of Participation	Sales Tax Revenue Bonds/ Revenue Anticipation Notes	Tax Anticipation Notes
Minimum Fee \$25,000	Minimum Fee \$20,000	Minimum Fee: \$10,000
Up to \$30 Million: \$1.50/Certificate	Up to \$30 Million: \$1.00/Bond	Up to \$30 Million: \$1.00/Note
Up to \$50 Million: \$1.00/Certificate	Over \$30 Million: \$0.50/Bond	Over \$30 Million: \$0.50/Note

(C) With respect to an uncontested bond validation related to the School Board's authority to issue bonds, the Firm shall be compensated \$15,000 for the preparation of all validation pleadings, including complaint, notice of service, proposed answer, memorandum of law, and proposed order and to conduct the validation proceeding at the circuit court. If such bond validation is contested, the Firm shall be compensated at the hourly rates set forth below, but shall not exceed \$30,000 without prior authorization from the School Board.

Attorney	\$265.00 per hour
Paralegal	\$75.00-125.00 per hour*
Law Clerk	\$75.00 per hour

* Actual fee based on skill set of paralegal.

If, at the School Board's direction, the Firm is asked to appeal or defend an appeal of the final judgment of such bond validation before the Florida Supreme Court, the Firm shall be compensated for such professional services to be negotiated by the School Board and the Firm.

The Firm's fees described above, do not include "out of pocket" costs, such as filing fees, court reporting, publication costs, travel, overnight courier costs, postage, copying, long distance phone charges, etc. Such costs will be in addition to our fees.

(D) The Firm's fee may vary: (1) if material changes in the structure or schedule of the financing occur; or (2) if unusual or unforeseen circumstances arise which require a significant increase in the Firm's time or responsibility; or (3) upon review of fees charged by counsel for comparable undertakings. If, at any time, the Firm believes that circumstances require an adjustment of the fee described above, the Firm will advise the School Board and seek an adjustment based upon the relevant circumstances. Such adjustment will only be made by the School Board, in its sole discretion.

(E) It is understood and agreed by the parties that the School Board will reimburse the Firm for reasonable out-of-pocket expenses, as permitted by law, whether or not bonds or notes are ultimately issued, and including expenses relating to hourly rate services. Such reimbursement will be for actual costs incurred, such as computer printing or photocopies, long distance telephone charges, overnight delivery charges, and travel expenses. Applicable travel expenses will be reimbursed in accordance with Section 112.061, Florida Statutes, or such other

schedule of reimbursement specified by the School Board and agreed to by the Firm, but in no event shall the expenses exceed \$2,000 per bond transaction.

3. DISCLOSURE COUNSEL SERVICES.

(A) The Firm, as disclosure counsel will, when requested by the School Board, perform the following services with respect to the issuance of bonds and matters relating thereto:

(1) prepare all disclosure documents at the request of the School Board; however, the Firm shall assume no responsibility for the disclosure documents insofar as such documents describe the financial circumstances of the offering or any other statistics, projections or data;

(2) perform due diligence with regard to School Board financings;

(3) assist the School Board in the compliance with federal and state securities laws;

(4) subject to completion of proceedings to the Firm's satisfaction, render appropriate opinions to the School Board pertaining to disclosure as well as a reliance letter to the School Board's underwriters, if requested;

(5) prepare the Continuing Disclosure Certificate in order to assist the underwriters in complying with the continuing disclosure requirements of Rule 5c2-12 or its successor in function;

(6) prepare the School Board's declaration of official intent, if any, to reimburse project costs paid by the School Board prior to the issuance of the bonds; and

(7) prepare the bond purchase agreement on behalf of the School Board, if required.

(B) The Firm's opinions will be based on facts and law existing as of its date. In rendering an opinion, the Firm will rely on the certified proceedings and other certifications of public officials, officers of the School Board and other persons furnished to the Firm without undertaking to verify the same by independent investigation, and the Firm will assume continuing compliance by the School Board with applicable laws relating to the bonds. The Firm will rely on the School Board to provide complete and timely information on all developments pertaining to any aspect of the bonds, the use of proceeds of the bonds, and the security for the bonds.

(C) The Firm, as disclosure counsel will not perform the following services with respect to the issuance of bonds and matters relating thereto:

- (1) traditional bond counsel services;
- (2) preparation of blue sky or investment surveys with respect to the bonds;
- (3) investigation or expression of any view as to the creditworthiness of the School Board, any credit enhancement provider, or the bonds; or, providing services related to derivative financial products (e.g. 'swaps' and related documents or opinions);
- (4) representation of the School Board in Securities and Exchange Commission investigations.

(D) For the services described above (other than validation procedures and related appeals), the School Board agrees that the Firm shall be compensated for disclosure counsel services, at the time the bonds or notes are issued and delivered, at a contingent fee equal to 80% of the Bond Counsel fee.

(E) The Firm's fee may vary: (1) if material changes in the structure or schedule of the financing occur; or (2) if unusual or unforeseen circumstances arise which require a significant increase in the Firm's time or responsibility; or (3) upon review of fees charged by counsel for comparable undertakings. If, at any time, the Firm believes that circumstances require an adjustment of the fee described above, the Firm will advise the School Board and seek an adjustment based upon the relevant circumstances. Such adjustment will only be made by the School Board, in its sole discretion.

(F) It is understood and agreed by the parties that the School Board will reimburse the Firm for reasonable out-of-pocket expenses, as permitted by law, whether or not bonds or notes are ultimately issued, and including expenses relating to hourly rate services. Such reimbursement will be for actual costs incurred, such as computer printing or photocopies, long distance telephone charges, overnight delivery charges, and travel expenses. Applicable travel expenses will be reimbursed in accordance with Section 112.061, Florida Statutes, or such other schedule of reimbursement specified by the School Board and agreed to by the Firm, but in no event shall the expenses exceed \$2,000 per transaction.

(G) When requested, the Firm will also prepare or review secondary market submissions at the hourly rates described in Section 4(B) hereof.

4. SPECIAL COUNSEL SERVICES.

(A) The Firm shall also be available to provide legal services as special counsel to the School Board for matters unrelated to the specific issuance of new debt as a complement and supplement to the services generally provided by counsel to the School Board. Special counsel legal services and assistance outside the scope of services provided by the School Board's counsel,

only when necessary and as specifically authorized, may be provided on an hourly or negotiated fee basis by separate work orders as provided herein, for the provision of other legal services of a specialized nature which the Firm may possess and are desired and specifically requested by the School Board.

(B) The provision of special counsel legal services shall be conditioned upon a scope of services and fee structure as directed or authorized by the Superintendent and counsel to the School Board, and shall be set forth in a written work order in a form approved by the Superintendent and counsel to the School Board.

(C) The Firm will be compensated for special counsel legal services at the Firm's most recent discounted hourly rates for local government clients or at negotiated fees based upon the skills, experience, or expertise of the attorneys involved and agreed to by the Firm through specific written work orders or as otherwise approved by the Superintendent and counsel to the School Board.

(D) The Firm shall also be entitled to receive reimbursement for actual costs incurred, such as computer printing or photocopies, long distance telephone charges, overnight delivery charges, and travel expenses. Applicable travel expenses will be reimbursed in accordance with Section 112.061, Florida Statutes, or such other schedule of reimbursement specified by the School Board and agreed to by the Firm, but in no event shall the expenses exceed \$2,000 per transaction.

5. DISCLOSURE. The rules regulating The Florida Bar provide that a conflict of interest exists whenever a lawyer represents one client in a matter adverse to another client. The lawyer may proceed with the representation of one client if, after disclosure of the conflict, both clients consent to the representation. We have disclosed to the School Board that we have, currently do and may in the future, serve as bond, disclosure or other counsel to other local governments or otherwise act as counsel to underwriters, investment banks and commercial banks on public finance matters. From time to time, we may represent the firms which may underwrite the School Board's bonds, notes or other obligations (and other financial institutions hired by the School Board) in connection with financings for other governmental entities on unrelated matters. In either case, such representations are standard and customary within the municipal bond industry. In our opinion, we can effectively represent the School Board and the discharge of the Firm's professional responsibilities notwithstanding our representation of other parties in other matters, either because such representations will be sufficiently different or because the potential for such conflict is remote and minor and outweighed by consideration that it is unlikely that advice given to the other client will be relevant in any respect to the subject matter, and the School Board expressly consents to such other representations consistent with the circumstances herein described. The School Board consents to such representation of the other client in unrelated matters consistent with the circumstances described herein. However, the School Board reserves the right to identify a representation that it finds objectionable in the future, in which case the Firm agrees to take appropriate steps to resolve the issue.

6. CONTRACT ADMINISTRATION.

(A) For ease and convenience of administration, the School Board hereby also designates its Superintendent and counsel to the School Board to provide policy direction and instructions to the Firm in the administration of its duties hereunder, approving and authorizing work orders, when required, and all other matters necessary to administer this Retainer Agreement on behalf of the School Board.

(B) The Firm shall be entitled to reasonably rely upon direction received from the Superintendent and counsel to the School Board.

7. GENERAL.

(A) This Retainer Agreement shall be governed by and construed in accordance with the laws of the State of Florida. In the event of any dispute arising out of or relating to this Retainer Agreement, the parties agree to waive trial by jury and agree that venue shall lie in Suwannee County, Florida. In the case of litigation of such disputes, the prevailing party shall be entitled to recover attorney fees and costs from the other party. This Retainer Agreement may be amended only by a written agreement entered into by the parties.

(B) This Retainer Agreement may be terminated with or without cause by the School Board or by the Firm at any time upon ninety (90) days written notice. In the event of termination, the Firm shall assume responsibility for completion of and shall be compensated for all representation requested prior to the notice of termination. Provided however, the School Board may terminate this Retainer Agreement for breach by the Firm with such notice as may be reasonable under the circumstances. In the event of termination, with or without cause, the Firm shall be compensated in accordance herewith for approved time and expenses expended prior to the date of termination.

(C) The Firm is not a "municipal advisor" as contemplated in Exchange Act Rule 15(B)(e)(4)(C) and will only provide services hereunder that are of a traditional legal nature.

(D) This Agreement will be effective for a term of three (3) years from its date of execution and will be automatically extended without any action required for successive one year renewals following the initial three (3) year period unless terminated by either the School Board or the Firm pursuant to subsection (B) of this Section.

(E) This Retainer Agreement may be executed in multiple counterparts.

(F) This Retainer Agreement shall be effective on the date first written above.

[Remainder of page intentionally left blank]

IN WITNESS WHEREOF, The School Board of Suwannee County, Florida, and Bryant Miller Olive P.A. have caused this Bond Counsel and Disclosure Counsel Retainer Agreement to be executed as of the dates below and effective as of the day first above written.

**SCHOOL BOARD OF SUWANNEE COUNTY,
FLORIDA**

By: _____
Name: Jerry Taylor
Title: Chairman

Date: _____

Attest:

By: _____
Name: Ted L. Roush
Title: Superintendent of Schools

BRYANT MILLER OLIVE P.A.

By: _____
Shareholder and Authorized Signatory

Date: _____

2017-18 Class Size Reduction Compliance Plan

For each school not in compliance with class size requirements pursuant to section 1003.03, F.S., this template may be used to submit a brief explanation of the school's plan to meet class size requirements for the 2018 October FTE student survey. In order to participate in the restoration calculation authorized in section 1003.03(4)(e), F.S., plans must be submitted by February 1, 2018. Class size reduction implementation strategies listed in sections 1003.03(3) and (5), F.S., may be considered, in addition to strategies not listed in statute, in order to meet class size requirements. This template may be duplicated as necessary to accommodate the number of schools for which plans are being submitted. The compliance plan must be certified by the school board or the charter school's board of directors. The signature below acknowledges your approval of the compliance plan.

Signature of District School Board or Charter Board of Directors Chair or Designee Approving Plan

District Name: Suwannee County School District District Number 61

School Name Suwannee Elementary School School Number 0060

Summary of School's Plan Suwannee Elementary School is the school in our district that has had the most difficult time demonstrating compliance with Class Size Reduction. Previously, Suwannee Elementary School has had a very large turnover rate and has had difficulty retaining teachers. There are several previous strategies that remain in place to assist with class size compliance. In 2014-2015, hiring began early in summer to make sure that all classrooms were staffed with highly qualified teachers. This practice is being continued. Multiple times the school has been fully staffed, only to have someone call and report they have taken a position elsewhere. When school starts, we advise the school to stop hiring and work with the faculty that they have. The school is stabilizing, however, the overage this year is again attributed to two teachers leaving at the last minute as school was beginning to start. Blended options are being implemented to correct class size numbers for the 2017-2018 Survey 3. Continued dedication to full staffing at Suwannee Elementary School is priority in the district with their school receiving the ability to hire first. The school has received school recognition money the

past two school years and is currently rated as an “A” school. We believe that the school will be able to be staffed in 100% compliance for the 2018-2019 school year.

School Name **Branford High School** School Number **0091**

Summary of School’s Plan Branford High School had some scheduling challenges that are able to be fixed. They will be in full compliance for the 2017-2018 February Survey 3. Branford High School suffers from being a small high school offering grades 6-12. Many courses are only taught by one teacher, and there are many singleton courses on the master schedule – again limiting the ability to be flexible in class size balancing. Branford High School will continue to develop the master schedule to efficiently utilize human resources. For 2017-2018, blended and virtual instruction opportunities were continued and used as a way of complying with class size reduction. The school has demonstrated 100% compliance in grades 9-12, and we are confident that some simple scheduling corrections can correct grades 6-8 immediately. This school, and all schools in Suwannee County will be fully staffed for compliance for 2018-2019.

2017-2018 Class Size Compliance Plan Certification

This plan was approved and certified by the Suwannee County School Board, acting in regular session, on January 23, 2018.

Jerry Taylor, Chairman

Ted L. Roush, Superintendent of Schools

AN AGREEMENT

Between

SUWANNEE COUNTY SCHOOL BOARD

and

**SOLARIS HEALTHCARE LAKE CITY, LLC
Lake City, Florida**

This Agreement commences on the date of execution, between the Suwannee County School Board (SCSB) and Solaris HealthCare Lake City, LLC (Healthcare Agency).

Whereas, SCSB, through the RIVEROAK Technical College (RTC), operates a Commercial Foods and Culinary Arts Program and Dietetic Management and Supervision Program for qualified students preparing to be Commercial Food and Culinary Managers and Dietary Managers; and,

Whereas, SCSB and the Healthcare Agency have agreed jointly to participate in a program in which Commercial Food and Culinary Arts students and Dietetic Management and Supervision students may acquire clinical experience at the facilities of the Healthcare Agency; and,

Whereas, the parties share the mutual goal of high quality patient care and health sciences education;

Now, therefore, in consideration of the mutual covenants and obligations as set forth herein, the parties agree as follows:

I. GENERAL CONDITIONS

1. The Healthcare Agency and the SCSB expressly agree that all faculty and students under the program shall remain agents or students of the RTC. The RTC agrees that it will never act or represent it is acting as an agent of the Healthcare Agency. The Healthcare Agency agrees that it will not be responsible for any salaries, taxes, or insurance of the RTC faculty, agents, or students.
2. The Healthcare Agency and RTC concur that this agreement may be cancelled at any time by either party hereto, with or without cause upon 30 days written notice to the other party.
3. The Healthcare Agency and RTC concur that this agreement shall continue in effect for the period of one year beginning October 1, 2017 through June 30, 2018; and shall be renewed from year to year unless otherwise notified in writing as in paragraph #2 above.
4. No alteration, modification, or variation of the terms of this agreement shall be valid unless made in writing and signed by both of the parties hereto.

5. The Healthcare Agency and the RTC agree that executed copies of this agreement shall be placed on file with the Administrator of the Healthcare Agency and the Director of the RTC.
6. The SCSB agrees to require the student to maintain professional liability insurance with single limit liability coverage of not less than \$1,000,000.00/\$3,000,000.00.
7. The SCSB agrees to provide a certificate of liability insurance for the faculty members in the performance of their duties and responsibilities at the Healthcare Agency.
8. The SCSB holds the Healthcare Agency harmless from any acts, errors, or omissions of the faculty, staff, agents, and students while in the Healthcare Agency facility within the scope of the Culinary Arts and Dietetic Management and Supervision programs.

II. THE HEALTHCARE AGENCY'S RESPONSIBILITY

1. To share in the responsibility for the education of health care students in the Culinary Arts and Dietetic Management and Supervision programs through the cooperation and assistance of its staff and employees along with the faculty and students of the RTC.
2. Students shall be selected for the programs by the RTC.
3. To make available whenever possible to faculty and students of the RTC the facilities and services needed for the planned learning experiences of the aforementioned programs, including conference and meeting rooms.
4. To include faculty members of the program in their staff meetings when policies to be discussed affect or directly relate to the programs.
5. Instruction under the program(s) shall be at the time agreed by the parties to this contract and in agreement with the school curriculum calendar.
6. The responsibility for the patient remains with the Healthcare Agency.

III. THE RTC'S RESPONSIBILITY

1. The operation of programs will comply with established policies and practices of the Healthcare Agency, including all applicable legislation and regulations.
2. Ascribes to equal access/equal opportunity; endorses non-discrimination on the basis of race, color, religion, national origin, sex, age, handicap, or marital status. To assign students and faculty to the Healthcare Agency based on this statement.
3. To maintain standards of the programs as recommended and prescribed by all governing bodies and accrediting agencies regulating the programs.

4. To comply with and require, if necessary, physical examination, chest x-rays, and certain immunizations as deemed necessary by the Healthcare Agency or other such authority relative to the programs prior to entrance upon premises under the programs.
5. To employ qualified employees in the programs as administrators and instructors. The RTC agrees to the responsibility of interpreting the objectives of the programs to the students, consulting with administrative personnel of the Healthcare Agency in advance about use of the various facilities, and conferring with appropriate members of the Healthcare Agency staff in selecting patients to provide the learning experiences desired for students.
6. To be responsible for the educational supervision of students in the program.
7. The Healthcare Agency may, at any time, direct withdrawal of any faculty or student from the institution facilities or premises whose conduct or performance, in the sole opinion of the Healthcare Agency is not in accord with the standards of the RTC and its programs, the Healthcare Agency's policies and procedures, or is unprofessional and detrimental to the Healthcare Agency. This request for withdrawal shall be made to the appropriate school administrator. The RTC agrees that it will immediately withdraw such student or faculty from the Health Agency's facility.
8. Maintain individual records of classes, student activities, and competencies.
9. Maintain strict confidentiality regarding all patient-centered information.
10. Prepare any rotational plans for services to be used for experience and to secure the approval of this plan from the Healthcare Agency prior to the commencing of the educational program under the agreement. Substantive changes in the program will not be effective until such time as they shall be approved by the Healthcare Agency.
11. Obtain for each student and faculty member participating in any portion of the program detailed in this Agreement, a "Level 2 background screening: (as defined in Section 435.04 Florida Statutes), and provide Healthcare Agency with a written attestation of a satisfactory background investigation. This attestation shall be in substantial conformity with the form presented in Exhibit B. In any case the Background Screening Results shall be no more than 5 years old.

IV. HIPAA REQUIREMENTS

The Healthcare Agency agrees to comply with the Health Insurance Portability and Accountability Act of 1996, as codified at 42 U.S.C. § 1320d ("HIPAA") and any current and future regulations promulgated thereunder including without limitation the federal privacy regulations contained in 45 C.F.R. Parts 160 and 164 (the "Federal Privacy Regulations"), the federal security standards contained in 45 C.F.R. Part 142 (the "Federal Security Regulations"), and the federal standards for electronic transactions contained in 45 C.F.R. Parts 160 and 162, all collectively referred to herein as "HIPAA Requirements". The Healthcare Agency agrees not to use or further disclose any Protected Health Information (as defined in 45 C.F.R. Section

164.501) or Individually Identifiable Health Information (as defined in 42 U.S.C. Section 1320d), other than as permitted by HIPAA Requirements and the terms of this Agreement.

The Healthcare Agency will make its internal practices, books, and records relating to the use and disclosure of Protected Health Information available to the Secretary of Health and Human Services to the extent required for determining compliance with the Federal Privacy Regulations.

V. LIABILITY OF PARTIES

1. Nothing in this Agreement shall be construed to create a joint venture, agency or other legal relationship between the Healthcare Agency and RTC which could result in either party being responsible or liable for the acts or omissions of the other party.
2. Nothing in this Agreement shall be construed to create an employer/employee relationship between the RTC students, faculty, or staff and the Healthcare Agency.
3. Except as set forth in Section 1, Paragraph 8 of this Agreement, nothing contained in this Agreement is intended to serve as a waiver of sovereign immunity by any party to which sovereign immunity may be applicable.

VI. INDEMNIFICATION

1. The Healthcare Agency shall indemnify and hold harmless SCSB and RTC 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 the Healthcare Agency, its agents, officers, or employees in the provision of services or performance of duties by the Healthcare Agency pursuant to this Agreement.

VII. PUBLIC RECORDS

For all contractors as set forth in Section 119.0701, Florida Statutes (2017) see EXHIBIT A which is incorporated by reference herein.

VIII. GOVERNING LAW AND VENUE

- 1.1 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.

IX. RELEASE OF STUDENT RECORDS

The Healthcare Agency assures that student data will be handled with confidentiality as required by Florida Statute 1002.22.

X. NOTICES

All notices hereunder by either party to the other shall be in writing, delivered personally, be certified or registered mail, return receipt requested, or by overnight courier, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows (or to such other persons or places as either party may from time to time designate by written notice to the other);

If to Healthcare Agency: Solaris HealthCare Lake City
 560 SW McFarlane Avenue
 Lake City, FL 32025

If to SCSB: Ted L. Roush, Superintendent
 Suwannee County School District
 1729 Walker Avenue, SW, Suite 200
 Live Oak, FL 32064

SUWANNEE COUNTY SCHOOL BOARD

Live Oak, Florida

BY: _____ DATE: _____
 Ted L. Roush
 Superintendent of Schools

BY: _____ DATE: _____
 Jerry Taylor, Chairman
 Suwannee County School Board

**Solaris HealthCare Lake City
560 SW McFarlane Ave
Lake City, FL 32025
386-758-4777**

BY: _____ DATE: _____
TITLE: _____

Suwannee County School Board Approved on _____.

EXHIBIT A

**Public Records Law Requirements
under Chapter 119.0701, Florida Statutes (2017)**

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 1729 WALKER AVENUE, SW, SUITE 200, LIVE OAK, FL 32064.

If you are a contractor as defined by Section 119.0701(1)(a), Florida Statutes (2017), 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 (2017), 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 (2017).

EXHIBIT B

Attestation of Satisfactory Background Screening

On behalf of _____ (the "School"), the undersigned does hereby acknowledge and attest that:

1. The School has in its possession the results of a Level 2 background screening (as defined in Section 435.04, Florida Statutes) for the individual student identified below, and that the results of said student's screening (i) are no more than five (5) years old, and (ii) do not include any disqualifying offense as defined in Section 435.04(2)-(3), Florida Statutes.
2. This attestation is provided in lieu of providing a copy of the background screening results.
3. Solaris HealthCare Lake City, LLC and any owner or parent thereof is entitled to rely on this attestation.

Name of individual student subject to background screening:

Signature: _____

Printed Name: _____

Title: _____

Date: _____



RIVEROAK

TECHNICAL COLLEGE

STRATEGIC PLAN **July 2017 - June 2022**

Presented to School Board in Workshop Session
Recommended for School Board Approval, January 23, 2018
Recommended for overall Advisory Board Approval, December 12, 2017

This document serves as the long and short range planning document for RIVEROAK Technical College.

Mission of the Institution

Our mission at RIVEROAK Technical College is to provide opportunities for the development of qualified workers for the job market; to upgrade occupational skills to re-enter, maintain, or advance employment opportunities; and to enable students to become self-sufficient and self-confident, and to encourage students to become highly productive citizens with positive values and a strong work ethic.

Vision of the Institution

RIVEROAK Technical College will provide technical training at the highest industry credential including national and state certification so students may work at grade level in all core subject areas, complete occupational training programs, and seek employment in high skill/high wage jobs.

Accomplishment Report for the 2016-2017 School Year

- ◆ SkillsUSA qualified 2 students for national competition in Masonry Construction
- ◆ 100% of the Pharmacy Technician Students passed National Board Certification 4th year consecutive
- ◆ 45 Secondary Students passed Industry Certification Exams
- ◆ 66 Post Secondary Students passed Industry Certification Exams
- ◆ Implementation of Welding Program was successful
- ◆ Had first Riveroak Technical College Electrical Program Completers
- ◆ Secured \$300,000 Legislative appropriation for Health Education Facility renovation
- ◆ Successful Career Fair held May 2017
- ◆ Provided four scholarships to graduating Seniors in area schools

Objectives of the Strategic Plan – Program & Curriculum Related

Objective	Strategies	Timeline	Evaluation
By June 2016, career students may access courses and materials on-line in the areas of business and automotive as evidenced by student enrollments and logged time on the system.	<ul style="list-style-type: none"> a. Coordinate student access to internet and to district email system b. Enroll students 	<p>In Progress</p> <p>In Progress</p>	Successfully increased use of technology in Automotive program. Continue to submit a status report annually to the college advisory board beginning December, 2016
Completed student exit forms will indicate a minimum 70% of 2017-2018 exiting adult education graduates (GED) go on to postsecondary education, enter the workforce, and/or retain employment.	<ul style="list-style-type: none"> a. Implement postsecondary transition model with appropriate services b. Complete individualized career plan with each adult education student 	In Progress	<p>Completed student exit forms</p> <p>Follow-up student services</p>
DOE Industry Certification Data Reports will reflect a minimum 25% increase of industry certifications earned by students in Secondary and PSAV CTE programs provided at RTC during the 2017-2018 year.	<ul style="list-style-type: none"> a. Provide professional development as needed b. Regularly monitor student industry certification data 	In Progress	<p>Local and state data reports</p> <p>Industry certification certificates</p>
By June 2017, offer additional community education courses and offer training opportunities to business community.	<ul style="list-style-type: none"> a. Maintain lists of interested students to form classes b. Advertise classes. c. Offer classes such as CPR/First Aid, Self-Defense, Welding Art, Floral Design, Wreath Making, Basic/Intermediate /Advanced Computers and Stained Glass etc. 	<p>On-Going</p> <p>In Progress</p> <p>In Progress</p>	<p>Lists of course interests and student enrollments</p> <p>Successfully completed multiple stained glass, basic computer, culinary and cake decorating classes. Provided various technology training to SVEC (i.e., Microsoft Word, Excel, iPad Operation)</p>

Objectives of the Strategic Plan –

Program & Curriculum Related

Objective	Strategies	Timeline	Evaluation
Increase Dual Enrollment opportunities for out of county, home education, and private school students	a. Research transportation options with Suwannee Valley Transit b. Develop articulation Agreements c. Promote Programs	In Progress In Progress In Progress	Student enrollment packets will be given to schools Enrollment number will show an increase for the 2017-18 school year
Research need/feasibility of offering Dental Assisting Program	a. Work with area dentists to address needs b. Identify funding source c. Identify faculty d. Work with licensure agency for accreditation	Accomplished In Progress (Fall 2018)	Program implementation delayed due to facility constraints-Plan to complete additional needs assessment for Dental Assisting Program.
By June 2017, increase enrollment in the welding program and make it a full-time program to be Pell Grant eligible.	a. Promote program so that enrollment would justify a full time RTC Instructor b. Continue night time welding	Accomplished Accomplished	Adult Student enrollment increased in Fall of 2017. Limited availability to dual enrollment students
Research the feasibility of additional welding classes to accommodate Dual- Enrollment students	a. Complete needs assessment/research	In Progress	Welding needs in community Student requests and student interest and program relevance
Explore need to offer a) EKG Monitor Technician Training b) Certified Dietary Manager c) Engineering d) Cyber Security/ Technology	a. Research Workforce Board Employment and Outlook Statistics for region	Accomplished (Addition to PCT program) In Progress Accomplished Consideration 18-19 year	a) School Board Workshop b) North Florida Career Pathways Consortium Approval c) COE Approval
Explore addition of endorsement certifications to existing programs	a. Complete a needs assessment with business community Example: Power Endorsement for Electricity or Nutrition for Health Programs, etc.	2018-2019	Needs Assessment results Number of add on certifications acquired

Objectives of the Strategic Plan –

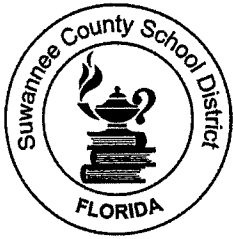
Facilities

Objective	Strategies	Timeline	Evaluation
When special school funds or legislative funds are available, acquire a medical facility with additional adult education classrooms.	a. Secure state facility funds as a special school b. Meet with legislative delegation c. Solicit letters of support from community leaders and business partners d. Take a delegation to Tallahassee during the legislative session e. Apply for Legislative Appropriations	Completed 2016 In Progress In Progress In Progress	Board approved and Preliminary architectural plans complete Letters on file Photos Awarded \$300,000 through Legislative Appropriation
When funds become available, remodel and renovate older facilities such as child care, masonry and auto body	a. Secure state facility funds as a special school	2017	Budget architect plan Board approved Met with Architect to assess needs
Install awnings at the front entrance ways of the main building for aesthetics and safety, (Slippery when wet).	a. Create acceptable pathway at front entrance from covered walkway to main building entrance.	June 2018	Installation
80% of faculty/staff will become certified in CPR/First Aid	a. Offer training during early release In-service	Accomplished	Exceeded goal with 90% completion
Construct sidewalk from patio to nursing building and to rear street	a. Create safer/cleaner walking paths	March 2018	Installation
Install additional awnings in industrial area	a. Create additional outdoor work space to meet demands of increased enrollment in Electrical and Welding	Accomplished	Utilization has enhanced programs

Objectives of the Strategic Plan – Administrative

Objective	Strategies	Timeline	Evaluation
Increase awareness of career, technical, adult, and workforce educational offerings at RIVEROAK Technical College	a. Utilization of Social Media to promote RTC via Facebook b. Establish RTC Twitter and Instagram accounts	Accomplished In Progress	Facebook Page established Increased following Approval from IT for additional accounts
Increase community awareness and community partners	a. Sponsor the Chamber of Commerce Christmas on the Square, Gala and Business of the Year Dinner b. Attend school and community events	Accomplished/On Going	Strengthened relationship with local business community
Working with schools and public library for student recruitment	a. Promotional table and literature at SMS, SHS, BHS and Suwannee River Regional Library branches b. CTE Coordinator and instructor visits to campuses for student recruitment c. Annual school counselor luncheon and information session luncheon at RIVEROAK Technical College d. CTE Coordinator classroom visits with guidance counselors	On Going On Going Accomplished/On Going Accomplished	Increased student enrollment Increased awareness of the programs at RIVEROAK Technical College
Increase awareness and support of RIVEROAK Technical College with community leaders	a. Host city, county and state elected officials meeting	Accomplished March 2018	Obtain endorsements for programs at RIVEROAK Technical College

SUWANNEE COUNTY SCHOOL DISTRICT



1729 Walker Avenue, SW, Suite 200 • 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 *TR*
FROM: *WB* Walter Boatright, Director of Human Resources
DATE: January 10, 2018
RE: Personnel Changes List for January 23, 2018

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
January 23, 2018

TO: District School Board of Suwannee County

FROM: 
Ted L. 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.

RECOMMENDATIONS FOR THE 2017-2018 SCHOOL YEAR:

RESIGNATION: INSTRUCTIONAL:

Branford Elementary School:

Amanda Evans, Nurse, effective January 8, 2018

RESIGNATION: NON-INSTRUCTIONAL:

Transportation:

Shateea Butler, Bus Driver, effective, January 22, 2018

RECOMMENDATIONS: INSTRUCTIONAL:

Suwannee High School:

Joan Innes, teacher, effective January 5, 2018, temporary

REPLACES: Carmen Reyes

Jessica McManaway, teacher, effective January 5, 2018

REPLACES: Rayanna Johnson

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Suwannee Primary School:

Graciela Resendiz, Paraprofessional, effective January 9, 2018, temporary

REPLACES: Wildaly Nieves-Lopez

Transportation:

Jennifer Hurst, Bus Attendant, effective December 8, 2017

REPLACES: Shawn Neely

Maria Santiago, Bus Attendant, effective December 8, 2017

REPLACES: Tramane Carwise

Renee Perivolaris, Crossing Guard, part-time hourly

REPLACES: Larry Nikula

TERMINATION:

Iva Ortagus Cannon, Bus Driver, Effective January 12, 2018

TRANSFERS/REASSIGNMENTS:

<u>NAME</u>	<u>FROM: SITE/POSITION</u>	<u>TO: SITE/POSITION</u>	<u>EFFECTIVE</u>	<u>REPLACES</u>
Sharlie Bailey	SES/3 Hour Worker	SPS/6 Hour Worker	1/8/2018	Lucille Turner
Jenna Chancey	SPS/3 Hour Worker	SPS/6 Hour Worker	1/8/2018	Katherine Howard
Tramane Carwise	SHS/Paraprofessional	SIS/Paraprofessional	1/16/2018	Ronald Tucker
Monica Djulvez	SPS/Paraprofessional (Temporary)	SPS/Paraprofessional	1/8/2018	Nicole Poole
Jennifer Floyd	Finance/Employee Benefits Specialist	RTC/Clerk	12/19/2017	Tammy Johns
Nicole Poole	SPS/Paraprofessional	SPS/Lead Pre-K Paraprofessional	1/8/2018	Drea Taylor
Ronald Tucker	SIS/Paraprofessional	SHS/Paraprofessional	1/16/2018	Tramane Carwise

RE-CLASSIFICATION:

<u>NAME</u>	<u>FROM: SALARY/POSITION</u>	<u>TO: SALARY/POSITION</u>	<u>EFFECTIVE</u>
Evelyn Aue (SMS)	Line 4, School Secretary	Line 3, Registrar	12/12/2017
Laura Hernandez (RTC)	Line 4, School Secretary	Line 3, Registrar	12/12/2017
Laketha Wilson (SHS)	Line 4, School Secretary	Line 3, Registrar	12/12/2017

PART-TIME/HOURLY EMPLOYEES:

Approval for the following employees for the second term 2017-2018

ADULT EDUCATION:

Richard Crockett, Adult Education Teacher, part-time hourly, St. Luke's Episcopal Church

PHLEBOTOMY:

Marivic Blackwell, Phlebotomy Instructor, part-time hourly, RIVEROAK Technical College

RIVEROAK TECHNICAL COLLEGE PART-TIME/HOURLY EMPLOYEES

January 31, 2018 – July 31, 2018

ADULT EDUCATION

Robbin Chapman	ABE/GED Prep
Tracy Henderson	ABE/GED Prep
Angie Hester	ABE/GED Prep
Kathy Smith	ABE/GED Prep
Darryl Cannon	Adult Basic Education
Glenda Cranford	Adult Basic Education
Pam Poole	Chief GED Test Examiner
Phyllis Doty	ESOL
Richard Crockett	ESOL
Keiry Soto Chavez	Childcare-Family Literacy/ESOL
Ann Warner	GED Test Proctor/TABE Test Examiner
Richard Allen	TABE Test Examiner
Ta-Trease Sapp	TABE Test Examiner

Career & Technical Education

Susan Morgan	Patient Care Technician/Practical Nursing/I.V. Therapy
Marissa Lane	Early Childcare Education/Paraprofessional
Greta Thornton	Nail Technician
Kevin Mercer	Welding
Marivic Blackwell	Phlebotomy

COMMUNITY EDUCATION (Pending class enrollment)

Debbie Scott	Cake Decorating
Virginia Crews	CPR
Natasha Pittman	Excel, Quickbooks/ MS Office Word/ Power
Margaret Wooley	Wreath Making
Vanessa Grantham	Crochet/Stained Glass
Wayne Musgrove	Gun Safety/Concealed Weapons
Donna Bass	Community Education Coordinator
Dana Tidwell	Community Education Assistant
Belinda Fries	Computer Technology/Computer Safety
Kevin Constanza Renderos	Conversational Spanish
Kevin Mercer	Metal Art
Derwin Bass	Basic car, home and/or shop maintenance
Julie Dees	Culinary, Cake Decorating
Chad Hale	Self Defense
Stasia Dupree	Essential Oils

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>REPLACES</u>
BJ Cohen	Assistant Girls Basketball	Suwannee High	Rayanna Johnson
Christopher Travis Henry	JV Boys Basketball Coach	Suwannee High	Alex Cameron
Sarah Grillo	Planning Period	Suwannee Virtual	

ESE SUPPLEMENT 2017-2018:

Amy Allen	Kim Hudson	Shannon Roberts
Phyllis Bailey	Jeff Johnson	Stefani Santos
Lauren Belcher	Vera Knighton	Debbie Singletary
Myra Bell	Candice Land	Stacie Swartz
Trudy Benson	Lynn Lawrence	Michelle Thompson
Tammy Bradow	Connie Leavitt	Lacey Van Etta
Kate Bromley	Tammy McKay	Rowna Valin
Brittany Busby	Melissa McKire	Elizabeth Vann
Cheri Copeland	Rebecca Monroe	Jessica Wagner
Dana Drawdy	Cathy Nicely	Linda Whitley
Cynthia Frye	Audrey Peake	KJ Wingate
Toni Greenburg	Darlene Rice	Jennifer Wooley

GIFTED SUPPLEMENT 2017-2018:

Emily Blackmon	Karen Koon	Laura Roberts
Windy Gamble	Dinah Mayne	Theda Roper
Natalie Haney	Joyce McIntosh	Kim Warren

LEAVE OF ABSENCE (MEDICAL LEAVE):**Branford Elementary School:**

Pam Norton, tentatively January 8, 2018, through January 16, 2018, without pay, with option of returning sooner if released by doctor.

Suwannee High School:

Carmen Reyes, tentatively January 8, 2018, through February 19, 2018, without pay, with option of returning sooner if released by doctor.

Transportation:

Carol Jenkins, tentatively January 8, 2018, through February 28, 2018, without pay, with option of returning sooner if released by doctor.

MISCELLANEOUS:

District Wide/21st Century:

The following to work as a teacher in the 21st Century Program District wide:

Julia Davidson

SUBSTITUTES:

The following as a Substitute Bus Driver:

Yvan Theoret

The following staff to work up to 32 additional hours for the purpose of monitoring and compliance of ESE programs at school sites.

Amy Allen
Melissa McKire
Rebecca Monroe

Cathy Nicely
Debbie Singletary
KJ Wingate

Angela Wood
Jennifer Wooley

VOLUNTEERS:

Britni Brooks
Karen Cacace
Christopher Clark
Valerie Crider
Hope Hayes
Taylor Jones
Aleigha Long

Daniel Lucier
Yolanda Mayorga
Marita Pendland
Douglas Pope
Rachel Pope
Heather Raulerson
Clifford Register

Jeanne Reichart
Cara Richmond
Yaquelin Romero
Tylyn Stansel
Donna Stratton
Natasha Williams
Jerry Yow

**End of List
2017-2018
School Year**