

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
December 17, 2019

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by Suwannee Primary School

Special Recognition by the Superintendent:

2019 National FFA Convention

- McKayden Wilkerson - National Champion: Agriscience Fair,
Division 1 Plant Science

Suwannee High School

- Pam Williams and Art Students
 - Selected to create ornaments for the 2019 National Christmas Tree display in Washington, D.C.; representing Suwannee High School, our District, and the State of Florida

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

The Superintendent recommends approval to adopt the Agenda.

The Superintendent recommends approval of the Consent Agenda.

CONSENT AGENDA

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

1. The Superintendent recommends approval of the following Minutes:
(pgs. 6-28)

November 12, 2019	- Workshop Session
	- Special Meeting
	- Expulsion Issues Hearings (Private)
	-
November 19, 2019	- Reorganization Meeting
	- Public Hearing
	- Regular Meeting

2. The Superintendent recommends approval of the monthly financial statement for November 2019.
3. The Superintendent presents the following bills for the period November 1-30, 2019:

General Checking Account

General Fund 1000	\$ 592,767.12
LCIF Fund 3200	23,756.49
Food Service Fund 4100	134,935.79
Federal Fund 4200	<u>39,542.96</u>
	\$ 791,002.36

Payroll Checking Account

General Fund 1000	\$ 3,175,691.56
Food Service Fund 4100	140,507.66
Federal Fund 4200	<u>373,548.25</u>
	\$ 3,689,747.47

<u>Total</u>	\$ 4,480,749.83
---------------------	-----------------

4. The Superintendent recommends approval of the following budget amendments for fiscal year 2019-2020:

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

5. The Superintendent recommends approval of the following contract/agreement for the 2019-2020 school year: (RENEWAL) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2020-82 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 [at that time], and there are no substantive changes to the renewal.) (*Renewal*) (pgs. 29-33)

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

<u>Site</u>	<u>Item</u>	<u>Donor</u>
SMS (New Softball Field)	Cash Donation (\$1,000)	Live Oak Tire Center, LLC
	Cash Donation (\$5,000)	Suwannee Valley Community Foundation Unrestricted Endowment Fund
SHS (Girls Softball Field; new backstop)	Cash Donation (\$3,500)	Todd Frier and the Suwannee Softball Boosters Club

7. The Superintendent recommends approval of the following student transfers for the 2019-2020 school year. Parents will provide transportation.

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Andrea	Perez Fernandez	Suwannee	Lafayette	5
Daniela	Perez Fernandez	Suwannee	Lafayette	3
Mariana	Perez Fernandez	Suwannee	Lafayette	PK

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Anyeris	Negrin Acosta	BHS	SMS	7

8. Human Resources Transactions (pgs. 34-39)

REGULAR AGENDA

1. The Superintendent recommends approval to advertise additions and revisions to the Suwannee County School Board Policy Manual as follows:

#6.09 Florida Best and Brightest Teacher Scholarship Program (*New*)
(pgs. 40-44)

2. The Superintendent recommends approval of the Suwannee County School Board Internal Accounts Audit for fiscal year end June 30, 2018.
3. The Superintendent recommends approval of the following resolution for the 2019-2020 school year: (NEW) (Note: This resolution has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2020-06R A Resolution of the Suwannee County School Board, Live Oak, Florida; encouraging the United States Postal Service to formally nominate the Live Oak Main Post Office, located at 400 Ohio Avenue/Dr. MLK Jr. Avenue, South, to the National Register of Historic Places; repealing all resolutions in conflict; providing severability and providing for an effective date
(*New*) (pgs. 45-47)

4. The Superintendent recommends approval of District participation in the 2020 *Commissioner's Academic Challenge*, Florida's high school academic tournament, scheduled for April 16-18, 2020, in the amount of \$2,000.
5. The Superintendent recommends approval for the final pay application to Gray Construction Services, Inc. for the New District Office/Admin. Building Project in the amount of \$100,919.72.
6. The Superintendent recommends approval of the Florida Department of Education Five Year Facilities Work Plan for fiscal year 2019-2020. (A copy is available for review in the office of the Director of Facilities.)

7. The Superintendent recommends approval of the Suwannee County School District 2020-2021 School Choice Program Enrollment Plan for the Live Oak elementary schools (Suwannee Pineview Elementary, Suwannee Riverside Elementary, and Suwannee Springcrest Elementary). **(pgs. 48-51)**
8. Legal Counsel's Report
9. Superintendent's Report
10. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
November 12, 2019

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 Ed daSilva, Tim Alcorn, Catherine Cason, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, and Administrative Secretary Karen Lager. Chief Financial Officer Vickie DePratter was absent.

Administrators and others present: Hunter Abercrombie (arrived at 12:51 p.m.), Jennifer Barrs, Walter Boatright, Amy Boggus (arrived at 9:09 a.m.), Bill Brothers, Mark Carver, Lisa Dorris, Janene Fitzpatrick, Ronnie Gray (arrived at 12:51 p.m.), Angel Hill, Malcolm Hines, Terry Huddleston, Debbie Land, Dee Dee McManaway, Marsha Tedder (arrived at 9:33 a.m.), Julie Ulmer, Kelly Waters, Jimmy Wilkerson, Josh Williams, and Laura Williams.

Chairman daSilva called the meeting to order at 9:06 a.m., and led the pledge.

School Configuration..... Janene Fitzpatrick

Mrs. Fitzpatrick provided a PowerPoint presentation regarding an update on School Configuration. Mr. Hines provided an update from the Enrollment Committee for school configuration. Mr. Boatright provided an update from the Personnel/HR Committee for school configuration. Mrs. Fitzpatrick asked for suggestions on naming the schools: generic around themes or generic around county. Board consensus was to go with the generic around county: Suwannee Springcrest Elementary, Suwannee Riverside Elementary, and Suwannee Pineview Elementary. Mr. Roush stated that an addendum would be added to the November 19, 2019, Board meeting to re-name the Live Oak elementary schools as previously stated.

Food Service Department Update Lisa Dorris

Mrs. Dorris provided information regarding the need for her and her managers to attend the National Nutrition Convention, in Tennessee, in July 2020. Travel will be funded by the Food Service budget. Board consensus was to proceed with the out of state travel.

Career, Technical, and Adult Education Mary Keen
Department Update

Ms. Keen provided an update for RIVEROAK Technical College (RTC) regarding the following topics:

- Comprehensive Learning Needs Assessment
- Perkins Rural Grant split funding
- COE Accreditation Team Visit
- Increase in enrollment

Mrs. Ulmer provided a PowerPoint presentation regarding an update for the RTC Student Services Department, which included the roles and responsibilities of the department.

Human Resources Department Update (**pgs. 2-6**) Walter Boatright

Mr. Boatright provide an update for the Human Resources Department, which included a review of the Assistant Director of IT job description.

Superintendent Update Ted Roush

Mr. Roush shared information on the following:

- Recommendation from the Fringe Benefits Committee to secure pricing for self-insured environment through our current medical insurance broker
- Completion of Internal Funds Audit
- Time to update our District Strategic Plan; hoping to bring a draft of the revised plan before the Board in the near future

Miscellaneous

- Mr. Taylor commended all schools for their celebration and commemoration of Veterans Day. Shared information regarding his recent meeting in Tallahassee with Senator Bradley and Senator Montford. Mr. Taylor spoke with Mr. Roush regarding the need to develop language on the initiative for beginning teacher salaries to share with Senator Bradley.
- Mr. Roush stated that we need to develop a policy regarding the Best and Brightest topic.
- Mr. Alcorn stated he would like for Board members to participate in the Veterans Day parade next year.

The workshop adjourned at 11:42 a.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
November 12, 2019

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 Ed daSilva, Tim Alcorn, Catherine Cason, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, and Administrative Secretary Karen Lager. Chief Financial Officer Vickie DePratter was absent.

Chairman daSilva called the meeting to order at 11:45 a.m.

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

1. Approval of the Human Resources Transactions (pgs. 2-3)

RECOMMENDATIONS FOR THE 2019-2020 SCHOOL YEAR:

SUSPENSION:

Suwannee Opportunity School:

Jeremy Griswold, Teacher, effective October 17, 2019, without pay.

RESIGNATION:

Suwannee Middle School:

Jayvis Ward, Teacher, effective November 5, 2019

RETIREMENT:

Suwannee Opportunity School:

Ronald Tucker, Paraprofessional, effective October 30, 2019

**End of List
2019-2020
School Year**

The meeting adjourned at 11:47 a.m.

SUWANNEE COUNTY SCHOOL BOARD
REORGANIZATION MEETING
November 19, 2019

MINUTES

The Suwannee County School Board held a Reorganization Meeting on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Tim Alcorn, Catherine Cason, Ed daSilva, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. School Board Member Ronald White and School Board Attorney Leonard Dietzen and were absent.

Superintendent Roush called the meeting to order at 5:31 p.m.

Superintendent Presiding

1. Election of School Board Officers to serve through November 2020.

Nomination by Mr. Taylor, second by Mr. Alcorn, for Mr. daSilva to serve as Chairman through November 2020. MOTION CARRIED UNANIMOUSLY

Nomination by Mr. daSilva, second by Ms. Cason, for Mr. Alcorn to serve as Vice Chairman through November 2020. MOTION CARRIED UNANIMOUSLY

Chairman Presiding

2. Establishment of official meeting dates and times through November 2020.

MOTION by Mr. Alcorn, second by Ms. Cason, to continue holding meetings on the fourth Tuesday of each month at 6:00 p.m., at the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida, with the exception of the February and October 2020 meetings, which will be held at Branford High School, Branford, Florida. MOTION CARRIED UNANIMOUSLY

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

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

The meeting adjourned at 5:34 p.m.

SUWANNEE COUNTY SCHOOL BOARD
PUBLIC HEARING
November 19, 2019

MINUTES

The Suwannee County School Board held a Public Hearing on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Chairman Ed daSilva, Tim Alcorn, Catherine Cason, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager

UTSC President Eric Rodriguez, School Resource Officer Travis Meeks and Student Ambassador Barrett Young were also present. Student Ambassador Antonio White was absent.

Chairman daSilva called the hearing to order at 5:56 p.m.

1. Final review of additions and revisions to the Suwannee County School Board Policy Manual as follows: (Copies are available for review in the office of the Assistant Superintendent of Administration.)
 - #3.05 Administrative Organization (*Revisions*)
 - #3.06 Safe and Secure Schools (*Revisions*)
 - #4.01 Student Progression Plan (*Revisions*)
 - #4.025 Academic and Career Planning (*Revisions*)
 - #5.05 Requirements for Original Entry (*Revisions*)
 - #5.13 Zero Tolerance for School-Related Crimes (*Revisions*)
 - #5.40 Children of Military Families (*New*)
 - #5.101 Bullying and Harassment (*Revisions*)
 - #6.19 Certification of Administrative and Instructional Personnel (*Revisions*)

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

2. Final review of additions and revisions to the Suwannee County School District Elementary and Secondary Student Progression Plans for 2019-2020. (Copies are available for review in the office of the Assistant Superintendent of Instruction.)

Chairman daSilva called for comments or questions regarding the additions and revisions to the Suwannee County School District Elementary and Secondary Student Progression Plans for 2019-2020, and there were none.

The hearing adjourned at 5:57 p.m.

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
November 19, 2019

MINUTES

The Suwannee County School Board met in Regular Session on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Chairman Ed daSilva, Tim Alcorn, Catherine Cason, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager.

UTSC President Eric Rodriguez, School Resource Officer Travis Meeks, and Student Ambassador Barrett Young were present. Student Ambassador Antonio White was absent.

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

Student remarks and pledge to the flag by Suwannee High School Band Student Organization

Special Recognition by the Superintendent:

- **Florida School Boards Association (FSBA)**
School Board Member Tim Alcorn – Recognition as an *FSBA Certified Board Member*
- **Branford High School**
Evan Procko – Selected as University of South Florida's *Arts4All Florida Student of the Month* for October 2019
- **Suwannee Middle School**
Kiersten Eplin – Competed and represented the District at *Art in the Capitol Competition* in Tallahassee

- **Transportation Department**

Jimmy “Shorty” Cannon – Bus Safety Awareness Recognition for His Students

- **Suwannee Elementary School**

Designated as a *School of Excellence* by the Florida State Board of Education

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 following individuals addressed the Board:

- Emma Tirella addressed the Board regarding the issue of no budget/funding for the Suwannee Middle School Wrestling Team. Mr. Roush stated he would get with Laura Williams, Principal of Suwannee Middle School, to address the issue and see what can be done.
- Anita Williams addressed the Board regarding the following items:
 - ✓ No funding for several athletic programs
 - ✓ Issues not being fair regarding civil citations at schools; she previously met with School Board Member Catherine Cason regarding these issues; would like to see and review the school data on these civil citations.

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

MOTION by Mr. Alcorn, second by Ms. Cason, for approval of the Consent Agenda.

Mr. White pulled Items #2, #3, and #4 from the Consent Agenda for separate action.

Mr. Dietzen stated there was a minor typo on Contract #2020-81, Page 39, Item 2.a. – change July 31, 2019 to July 31, 2020 (referring to the third payment).

Mr. Alcorn asked several questions regarding Contract #2020-81

MOTION by Ms. Cason, second by Mr. White, for approval of Items #2, #3, and #4 on the Consent Agenda. MOTION CARRIED four to one; Mr. White voted NO.

MOTION CARRIED UNANIMOUSLY for approval of the remainder of the Consent Agenda, along with the date change noted for Contract #2020-81.

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. 8-25)

October 8, 2019

- Workshop Session
- Special Meeting
- Expulsion Issues Hearing (Private)

October 22, 2019 - Regular Meeting

2. Approval of the monthly financial statement for October 2019.

3. The following bills for the period October 1-31, 2019:

General Checking Account

General Fund 1000	\$ 1,144,947.13
LCIF Fund 3200	240,312.03
Spec Act Revenue Bond 3210	38,043.14
Food Service Fund 4100	251,104.09
Federal Fund 4200	<u>228,994.57</u>
	\$ 1,903,400.96

Payroll Checking Account

General Fund 1000	\$ 3,113,101.25
Food Service Fund 4100	146,609.17
Federal Fund 4200	<u>328,631.13</u>
	\$ 3,588,341.55

Total	\$ 5,491,742.51
--------------	------------------------

4. Approval of the following budget amendments for fiscal year 2019-2020:

<u>General</u>	<u>LCIF</u>	<u>Special Revenues</u>
I-4	III-4	IV-4 (Federal)
		IV-4 (Food Service)

5. Approval of the following contracts/agreements for the 2019-2020 school year: (RENEWAL) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2020-80 Clinical Education Agreement between NF Suwannee, LLC d/b/a Suwannee Health and Rehabilitation Center, Live Oak, Florida and the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs (*Renewal*) (pgs. 26-33)

#2020-81 Contract between School District of Suwannee County, Florida, and Florida Sheriffs Youth Ranches, Inc. (*Revised/Renewal*) (pgs. 34-58)

6. Approval to accept the following donated items:

<u>Site</u>	<u>Item</u>	<u>Donor</u>
SMS (New Softball Field)	Cash Donation (\$1,000)	Betz Mechanical Insulation, Inc.
	Cash Donation (\$1,000)	Big Wood BBQ and Grill
	Cash Donation (\$1,000)	James F. Waters III PA/Jacksonville
	Cash Donation (\$1,000)	Ogles Roofing and Construction

(Note: All cash donations listed above are for the SMS New Softball Field Construction Project.)

7. Presented for informational purposes out-of-state travel for the following employee:

<u>Name</u>	<u>Site</u>	<u>Date</u>	<u>Reason</u>	<u>Destination</u>
Jennifer Byrd	SMS	06/15-17/2020	CTE Professional Development	Grapevine, TX

(Note: Travel will be paid with CTE funds.)

8. Approval of the following student transfers for the 2019-2020 school year.
Parents will provide transportation.

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Cayden	Blevins	Suwannee	Hamilton	4
Caleb	Hadley	Suwannee	Hamilton	9

9. Human Resources Transactions (pgs. 59-65)

RECOMMENDATIONS FOR THE 2019-2020 SCHOOL YEAR:

ADMINISTRATIVE:

Information Technology Department:

Natasha Pittman, Assistant Director of Information Technology, effective November 5, 2019
REPLACES: Belinda Fries (Unfrozen Position)

RESIGNATIONS: INSTRUCTIONAL:

Branford Elementary School:

Windy Gamble, Media Specialist, effective November 4, 2019

RIVEROAK Technical College:

Eden Camejo, Teacher, effective October 16, 2019

Suwannee Middle School:

William Chad Bonds, Teacher, effective November 12, 2019

RETIREMENTS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Food Service:

Linda Hingson, 6 hour Food Service Worker, effective May 4, 2020

Transportation:

Kristine Meyer, Bus Driver, effective June 30, 2020

LEAVE OF ABSENCE (FAMILY AND MEDICAL LEAVE):

Suwannee High School:

Kate Bromley, Teacher, tentatively, November 15, 2019 through March 3, 2020, with the option of returning sooner if released by the doctor.

SUSPENSIONS:

Branford Elementary School:

Victoria Jensen, Teacher, effective November 1, 2019, without pay.

Suwannee High School:

Travis Tuten, Teacher, effective November 5, 2019, without pay.

TRANSFER/REASSIGNMENT:

<u>NAME</u>	<u>FROM: SITE/POSITION</u>	<u>TO: SITE/POSITION</u>	<u>EFFECTIVE</u>	<u>REPLACES</u>
Jennifer Richer	SES/Teacher	BES/Media Specialist	12/2/2019	Windy Gamble

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>
Jeffrey Boatright	Planning Period	SVS
Janet Stewart	Planning Period	BHS

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Branford Elementary School:

Lisa Young, 8 hour Food Service Worker, effective October 16, 2019

REPLACES: Lisa Fortner

District Office:

Jillian Herron, Administrative Support Specialist-Federal Programs, effective October 17, 2019

REPLACES: Leigh Fernald

Suwannee High School:

Chatisa Lett, 3 hour Food Service Worker, effective October 31, 2019

REPLACES: Randi Goetzman

Suwannee Intermediate School:

Erika Delgado, 3 hour Food Service Worker, effective October 29, 2019

REPLACES: Susana Beltres

Suwannee Middle School:

Ashley Rossfield, Custodian, effective November 4, 2019

REPLACES: Jacob Fletcher

Transportation:

Shateea Butler, Bus Driver, effective October 24, 2019

REPLACES: Phyllis Postell

Charles Livingston, Bus Driver, effective October 11, 2019

REPLACES: Tyrone Ansley

Shirley Ware, Bus Attendant, effective October 11, 2019
REPLACES: Cotara Ross

PART-TIME/HOURLY EMPLOYEE:

Approval for the following employee for the first term 2019-2020

RIVEROAK TECHNICAL COLLEGE PART-TIME/HOURLY EMPLOYEE

July 1, 2019-December 31, 2019:

COMMUNITY EDUCATION (Pending class enrollment)

Sherry Laks

Arts, Crafts, & Card Making

MISCELLANEOUS:

District Wide/21st Century:

Approval of the following employees to work as a teacher or paraprofessional in the 21st Century program:

Janet Diaz

Emily Murphy

STUDENT WORKER:

Kaitlyn Sierra Rose, RIVEROAK Technical College/Early Childhood Education/My Play School

SUBSTITUTE:

The following to serve as a Substitute Bus Driver:

Pamela Hough

SUSPENSION:

Transportation:

Yvan Theoret, Bus Driver, effective November 6, 2019, without pay.

VOLUNTEERS:

Tamara Abercrombie
Thomas Abercrombie
Debra Adams
Shereen Albury
Bridgette Alderman
Laura Alderman
Angel Alford
Halley Allbritton
Alexis Allen
Noilan Alvarez
Sara Anderson

Chanika Ansley
Ashley Atkins
Elisa Atkinson
Nicole Atzert
Marissa Ayala
Samantha Bagley
Melissa Bailey
Denise Baker
Summer Bales
Jennifer Barry
April Beck

Josephine Bednarczyk
Briana Bennett
Catherine Bennett
Janet Benson
Jasmine Billy
Sylvia Bispham
Donna Boatright
Rodney Boone
Sahwanda Bowles
Shannon Brady
Emily Brantley

Cheree Brennan
Adam Bricker
Lindsey Bricker
Jasmine Bristol
Brittany Brock
Myra Brock
Andrea Brown
Hank Broxey
Tiffany Broxey
Caroline Bruce
Gabriella Buchanan
Jennifer Cameron
Alexis Cannon
April Cannon
Adrienne Cardin
Daynon Carlton
Linda Carlton
Megan Carlton
Natasha Carter
Teresa Carter
Sheila Cashmore
Angeline Cason
Kathia Castillo
Sergio Castro
Yesenia Castro
April Causey
Mariena Chandler
Shana Cheney
Tracy Christian
Danielle Christie
Vicki Clark
Betty Clayton
Todd Clower
Rick Collins
Holly Conway
Tammie Cook
Heather Corbin
Jimmy Corbin
Alfonso Cordero
Melissa Cox
Carl Craig
Anthony Cram
Janet Crawford
William Crawford
Theresa Creech
Michael Crews
Christine Cribbs
Jason Cribbs
Kasey Crider

Heather Croft
Angel Crosby
Sammie Cross
Kelly Cutcher
Jacqueline Darrow
Crystal Davenport
Andrea Davis
Stephanie Deese
Michelle Dempsey
Joe Denley JR
Julia Denmark
Jerrod Dfeffur
Armando Diaz
Janet Diaz
Genesis Dorado
Destiny Douglas
Robin Doyle
Kathryn Driver
Heather Duncan
Catherine Dunmoyer
Elizabeth Durrance
Tia Eddy
Sharill Edwards
Armelia Ellis
Elizabeth Estevez
Kaylee Estevez
Marisille Evangeliste
Geily Falcon
Belinda Federick
Lamonica Federick
Badillo Fernandez
Jimmy Fields
Leah Fillyaw
Johnathan Flaurr
Larry Flowers
Jennifer Floyd
Jasmine Fortescue
Thomas Fortescue
Karen Fraley
Angela Fralick
Ben Futch
Delaney Futch
Eliece Futch
Kristina Galvan
Christine Garcia
Elliott Garcia
Stephanie Garmary
Holley Garner
Lorena Garner

Kelly Garrison
Elena Gaskins
Judith Gaskins
Amanda Gaylord
Stephanie Gilbert
Meghan Gillette
Naomi Gilliard
Jessica Glenn
Randie Goetzman
Christina Gonzales
Mark Gooden
Melanie Gordon
Merchayla Grand
Mary Gresham
Brian Grider
Mindy Griffiths
Dawn Hall
Lakevia Hall
Morgan Hall
Katoria Hampton
Suzie Harrington
Ambrose Harrison
Sheilanir Hassan
Debra Hatch
Erika Hathaway
Christina Hawkins
Rosanna Henderson
Debbie Hernandez
Micaela Hernandez-Ruiz
Jillian Herron
Jennifer Hess
Kayla Hettich
Lisa Hicks
Amanda Hillhouse
Shasta Hilyer
Deshara Hines
Tawanna Hines
Carol Hingson
Chelsea Hingson
Kalie Hingson
Rachel Hingson
AnnaGrace Hodge
Erika Hodge
Breanna Hofstetter
William Hogan
Chloe Honeycutt
Kaleigh Horne
Kaleigh Horne
Amanda Howard

Tesha Howard
Patricia Hunt
Markese Hunter
Brooke Hurst
Irina Hutcheson
Jennifer Hutchins
Lamarra Ixcoy
Sahntina Jackson
Kim Jandle
Laura Jaramillo
Jennifer Jennings
Nancy Jernigan
Sirverion Jernigan
Isis Jerome
Perpetia Jimenez
Amber Johnson
Amy Johnson
Florence Johnson
Lee Johnson
Michael Johnson
Shanquise Johnson
Sarah Jolley
Alexis Jones
Chelsea Jones
Katherine Jones
Sara Jones
Richard Jordan
Allison Keane
Christopher Keane
Edna Keen
Megan Keene
Mikayla Kelly
Sara Kelly
Kristin King
Lynn King
Lura Kinney
Sean Kolovitz
Mariah Koon
Desace Kroese
Blake Krogulski
Ramona Land
Kelly Landis
Amy Lang
Hali Lanier
Tabby Lansing
Tabitha Lansing
Lecrda Lardse
Yaneisy LaRosa
Lacey Lashley

Thanh Le
Stormy Lee
Jamie Lewis
Richard Little Jr.
Autumn Lokan
Dawn Long
Victor Lopez
Brittani Lowry
Daniel Lowry
Johnny Mackey
Jennifer Macmillan-Lee
Samantha Macy
Ashley Mallory
Shelby Manning
Ashtyn Marsee
Jessie Marsh
Charlotte Martin
Michaelnisha Martin
Shirley Martin
Stephanie Mason
Kelli May
Shelby May
Kevin McCall
Johnathan McClain
Grace McClendon
Jenny McCook
Joshua McCook
Jenna McCray
Rebecca McCray
Charlisa McGowan
Kelli McKinley
Morgan Mckinley
Kristy McManaway
Gwenesia McQuay
Brooke Meng
Jennifer Merriman
Janet Messcher
Rebecca Miara
Wendi Mimbs
Brandon Mincey
Jasmine Mincey
Christina Minquez
Christine Miranda
Perry Mobley
Shelby Moon
Joseph Morales
Daniela Moreland
Melissa Morgan
Cara Morris

Christopher Morris
Josie Moses
Jonathon Mosley
Marissa Murdock
Katelynn Neveils
Brittney Nichols
Craig Nix
Martha Nix
Leah Nixon
Billie Nobles
Thad Nobles
Scott Nunley
Crystal Nur
Joshua Ogburn
Shaunta Oglesby
Sherri Ortega
Amy Osborne
Christopher Osborne
Taryn Ott
Ashley Oxendine
Jack Pait
Charis Parker
Christopher Parker
Kathleen Parnell
Kenneth Parsons
Emily Peacock
Lisette Pelletier
Kenneth Pettrey
Sciara Pettrey
Jessica Pince
Margaret Pinkard
Stephanie Pinkard
Kimberly Plummer
Ronnie Plummer
Rebecca Prescott
Cristi Prevatt
Claire Pry
Haley Radford
Lexie Ragan
Elaine Raines
Stephen Raines
Ashley Ramser
Krystal Ramsey
Sarah Richards
Amanda Rickett
Tyesha Riley
Anne Rissman
Megan Roberts
Stephanie Roberts

Troy Roberts
Courtney Robinson
Natoshia Robinson
Ronnika Robinson
Tamera Robinson
Fidencia Romulo
Mariana Rosalio
Jason Rose
Micaneasha Ross
Rebecca Ross
Gina Ruiz
Crystal Russell
Jamie Rutland
Benjamin Sadler
Teresa Salano
Brittany Salne
Marilyn Salsberry
Claudia Sanchez
Amy Sansouci
Patricia Sapp
Cynthia Schiller
Margie Schmidt
Rebecca Scocca
Jose Segura
Ashley Sharpless
William Shaw
Chancie Sheffield
George Sheffield
Destiny Shepherd
Tiffani Shiver
Misty Shows
Ana Silva-Martinez
Jessica Simpson
Leslie Slaughter
Christina Smith
Jennifer Smith
Jessica Smith
Maria Smith
Nichole Smith
Rhonda Smith
Wilonia Smith
Juliana Soto
Melinda Soto

Tacora Souter
Jason Sparkman
Melissa Standridge
Jessica Starling
Jamie Stewart
Patricia Stith
George Stover
Kristin Strange
James Sweat
Angela Tanner
Jennifer Taylor
Mikayla Taylor
Timothy Taylor
Miranda Tehan
Amanda Thomas
Cricket Thomas
Kali Thomas
Shandra Thomas
Talisha Thomas
Linda Thompson
Traci Thompson
LaTangelia Tonksley
Alicia Touchton
Randal Touchton
Naomi Tucker
Samantha Tucker
Tamara Turner
Tammy Turner
Lela Turpin
Andrew Tuten
Meghan Tuten
Carolyn Underwood
Shayna Valdez
Olivia Valentine
Rebekah Vanauken
Tara Vasquez
Yanet Vega
Keedra Virgil
Latoria Virgil
Tanecia Virgil
Katie Virts
Tanya Wagner
Donald Wainwright

Kendall Wainwright
Essie Walker
Hannah Walker
Jeremy Walker
Shannon Walker
Tiffany Walker
Vickie Walker
Michelle Wall
Samantha Ward
Shawn Wardrep
Erica Washington
Ashley Waters
Terri Watley
Quintilla Watson
Mylene Watts
Cori Wells
Katlin Westrich
Angela Wheeler
Natalie Whiteley
Harley Williams
Jacqueline Williams
Latoria Williams
Nicole Williams
Pamela Williams
Stephanie Williams
Sydney Williams
Teresa Williams
Timothy Williams
Travis Williams
Kelli Williamson
Coty Wiltgen
Kiya Wiltgen
Leeann Wirick
Kristen Wright
Marian Wright
Hannah Wynn
Wendy Wynn
Tiffany Young
Amanda Younker
Kimberly Yow
Cynthia Zayas

**End of List
2019-2020
School Year**

REGULAR AGENDA

1. MOTION by Mr. Taylor, second by Mr. Alcorn, for approval to request Gallagher Benefit Services to investigate and request price quotes in order for the Suwannee County School District to consider having a self-insured medical health insurance program as compared to remaining a fully insured program. (Note: This recommendation was made by a unanimous vote of the Fringe Benefits Committee of all who responded.) MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. Alcorn, second by Mr. Taylor, for approval of the following individuals to serve on the Suwannee County School District Collective Bargaining/Negotiating Team for 2019-2020:

- Vickie DePratter, Chief Negotiator
- Thomas Hunter Abercrombie
- Marsha Brown
- Malcolm Hines
- Austin Richmond
- Josh Williams

MOTION CARRIED UNANIMOUSLY

3. MOTION by Mr. White, second by Mr. Alcorn, for approval to award the following bid:

#20-208 Pine Straw Harvesting to Preferred Pine Straw, Inc. for the
Branford High School Forestry Tract

MOTION CARRIED UNANIMOUSLY

4. MOTION by Mr. Taylor, second by Ms. Cason, for approval of additions and revisions to the Suwannee County School Board Policy Manual as follows:
(Copies are available for review in the office of the Assistant Superintendent of Administration.)

- #3.05 Administrative Organization (*Revisions*)
- #3.06 Safe and Secure Schools (*Revisions*)
- #4.01 Student Progression Plan (*Revisions*)
- #4.025 Academic and Career Planning (*Revisions*)
- #5.05 Requirements for Original Entry (*Revisions*)

- #5.13 Zero Tolerance for School-Related Crimes (*Revisions*)
- #5.40 Children of Military Families (*New*)
- #5.101 Bullying and Harassment (*Revisions*)
- #6.19 Certification of Administrative and Instructional Personnel (*Revisions*)

MOTION CARRIED UNANIMOUSLY

- 5. MOTION by Mr. Alcorn, second by Ms. Cason, for approval of additions and revisions to the Suwannee County School District Elementary and Secondary Student Progression Plans for 2019-2020. (Copies are available for review in the office of the Assistant Superintendent of Instruction.) MOTION CARRIED UNANIMOUSLY
- 6. MOTION by Mr. Taylor, second by Mr. Alcorn, for approval of the RIVEROAK Technical College Strategic Plan for July 2019 – June 2024. (pgs. 66-74) MOTION CARRIED UNANIMOUSLY
- 7. MOTION by Ms. Cason, second by Mr. Taylor, for approval of the following personnel item for the 2019-2020 school year:
 - a. Job Description #110 – Assistant Director of Information Technology (*Revised*) (pgs. 75-78) MOTION CARRIED four to one; Mr. White voted NO.

Action on the Agenda Addendum

- #1. MOTION by Mr. Alcorn, second by Ms. Cason, for approval of the following new names for the Live Oak elementary schools, effective with the 2020-2021 school year:
 - a. Suwannee Pineview Elementary (Arts Program)
 - b. Suwannee Riverside Elementary (Innovation Program)
 - c. Suwannee Springcrest Elementary (Leadership/Careers Program)

MOTION CARRIED UNANIMOUSLY

- #2. Presented for informational purposes out-of-state travel for the employees listed below. (NOTE: They will be representing Suwannee High School [SHS], and our District, at the 2019 National Christmas Tree Display in President's Park. SHS art students were selected to create ornaments for the National Christmas Tree. Only one school from each state is selected to participate each year; and SHS was selected this year for the state of Florida. No students will be attending.)

<u>Name</u>	<u>Site</u>	<u>Date</u>	<u>Reason</u>	<u>Destination</u>
Tammy Boggus	SHS	12/4-6/2019	See above	Washington, D.C.
Cindy Wiggins	SHS	12/4-6/2019	See above	Washington, D.C.
Pam Williams	SHS	12/4-6/2019	See above	Washington, D.C.

Funding: Employees will provide for their own airline travel. SHS will provide for lodging and meals.

- #3. MOTION by Mr. White, second by Mr. Taylor, for approval of the Human Resources Transactions Addendum (pgs. A2-A3)

End of Agenda Addendum

8. Legal Counsel's Report – No legal matters to report.
9. Comments from Student Ambassadors

Barrett Young shared information regarding Christmas related activities that will be held at the Branford High School (BHS) Willie Veal Land Lab. He stated that BHS is excelling in volleyball and football. He asked for the continued support of the School Board and community.

10. Superintendent's Report

- Distributed a copy of an email he received from Joy Frank, with FADSS, regarding a summary of the Governor's legislative budget request.
- Distributed a listing of the District's 2019-2020 Teachers of the Year (TOY) and School-Related Employees of the Year. The TOY Banquet will be held January 23, 2020, at Camp Weed; additional information will be forthcoming.
- Gift baskets were taken to our District Principal of the Year, Terry Huddleston; and to our District Assistant Principal of the Year (Stephenie Busch).

- Mr. Roush and Mr. daSilva attended Exit Conference regarding the District's audit for 2018-2019, and happy to report we had a clean audit report with no findings.
- Wished everyone a safe and Happy Thanksgiving!

11. Issues and concerns Board members may wish to discuss

- Mr. White commented on the following:
 - ✓ He stated that "tonight is a good night for most, but not for me, with us being in the new District Office building". He thanked Mr. Roush for enduring him for not supporting the new District Office building; he is proud of the new building, but feels that Branford High School (BHS) doesn't have the facilities to teach career readiness, specifically the Welding Program. He would like to ask the Legislature for funds to help with BHS career readiness. He stated that we sit here in a nice building and yet he is embarrassed of the facilities at BHS.
 - ✓ Wished everyone a Happy Thanksgiving!
 - ✓ Expressed kudos to Evan Procko for his accomplishments.
 - ✓ Thanked Walter Brown for all his work at the BHS forestry tract.
- Mr. Taylor commented on the following:
 - ✓ Thanked Mr. daSilva and Mr. Alcorn for their continued leadership as Chair and Vice Chair.
 - ✓ He stated that he respects Mr. White for his convictions, although he may not agree with his decisions, but he does respect him.
 - ✓ Thanked Ms. Cason her continuing to be our SSDCC Liaison.
 - ✓ He stated that the new District Office building didn't just happen; there were unfortunate circumstances that happened to our old building; he thanked everyone for bringing the new District Office building to fruition.
 - ✓ He asked for a status on the dollars that can be allocated to band programs. Expressed kudos to the following:
 - The student who was recognized tonight for her artwork at the Capitol in Tallahassee
 - Evan Procko for his accomplishments
 - The two young ladies who represented the SHS Band Program and led the pledge
 - Student Ambassador Barrett Young

- Ms. Cason commented on the following:
 - ✓ Very impressed with all the presentations and recognitions of our students tonight.
 - ✓ Felt it was time for the District Office staff and administrators to be placed back in one building; we will most likely always have financial problems, but you have to weigh it out and look into the future; does not agree with Mr. White, but there will be no hard feelings when we leave here tonight...we agree to disagree without being disagreeable.
 - ✓ Spoke regarding her meeting with Anita Williams on civil citations; would like to have the principals at the middle and high schools to compile stats as to who received civil citations and were referred to the Sheriffs Office.
 - ✓ Wished everyone a Happy Thanksgiving!
- Mr. Alcorn stated he was very impressed with all the presentations and recognitions of our students, and also to their parents. Thankful for the new District Office building. Wished everyone a Happy Thanksgiving!
- Mr. daSilva stated he was thankful for those folks who attended Taste of Suwannee; thankful and proud of our District. Wished everyone a Happy Thanksgiving!

The meeting adjourned at 8:05 p.m.

Rumberger
KIRK & CALDWELL

Leonard J. Dietzen
Rumberger, Kirk & Caldwell, P.A.
Attorneys at Law
101 N. Monroe Street
Suite 120 (32301)
Post Office Box 10507
Tallahassee, Florida 32302-2507
Phone: 850.222.6550
Fax: 850.222.8783
ldietzen@rumberger.com
www.rumberger.com

November 22, 2019

Ed daSilva, Chair
Suwannee County School District
1740 Ohio Avenue, South
Live Oak, FL 32064

Re: Suwannee County School ---Board Attorney Contract

Dear Mr. daSilva:

Thank you for agreeing to retain Rumberger, Kirk & Caldwell, P.A. ("RKC") as counsel on behalf of the Suwannee County School Board (the "Board" or "Client"), as pertains to legal advice involving school board issues.

This letter constitutes the engagement agreement (the "Agreement") between the Client and RKC, describes the terms of our relationship, and sets forth the general terms of our assistance to you in the above-referenced matter. If the Agreement is acceptable to you, please sign and return a copy to me at your earliest convenience. The original is for your files. When you sign this letter, it becomes a contract between us. Please feel free to discuss this letter with independent counsel or to call me if you have any comments or questions concerning this Agreement.

1. Scope of Engagement. We have agreed the scope of our engagement will entail legal services for attending workshops, special and regular meetings, staff conferences, contract reviews, attend School Board hearings, answer any inquiries regarding general school law, and perform requested legal services as set forth in your RFP No. 10-215.

RKC is retained by the Board, reports directly to the Board, and shall be directly responsible to the Board. Provided however, nothing in this Agreement shall be construed to prohibit or preclude the rendition of legal services to the Superintendent of Schools and the members of the Superintendent's staff. It is the express intent of the Board and RKC that the legal advice, counsel, and services of RKC shall be available to the Superintendent, the Superintendent's staff, and to such other of the Board's employees as the Board shall designate, including Board Members, the Superintendent, Assistant Superintendents, and authorized members of the administrative staff, including

School Board Chair
November 22, 2019
Page 2

Directors, and other employees of the Board, when specifically requested by the Board, Superintendent or an Assistant Superintendent.

When providing advice to the Superintendent of Schools or other District staff members, from time to time situations may develop in which the rendition of legal advice and services to the Superintendent, or others, would create a conflict of interest or potential conflict of interest with RKC's representation of the Board. At such time as it appears to RKC that a conflict of interest exists or may exist, RKC shall promptly notify the Board and the Superintendent of such conflict or potential conflict. In all instances the Board is the client of RKC and the Board's needs and interests shall be served to the exclusion of the Superintendent or others with whom such conflict exists or may exist.

RKC shall assist the Board in obtaining outside counsel whenever appropriate.

2. Limitations on Obligation. RKC is not engaged to provide tax advice concerning this matter, including the tax consequences of various outcomes or settlement proposals. RKC encourages you to obtain separate tax counsel to consider any potential tax issues.

3. Fee for Services. Leonard J. Dietzen of RKC will charge \$200.00 per hour for all Board related services outlined in this Agreement and the RFP No. 10-215. Other RKC partners will charge the same rate. RKC Associates will be billed at \$150.00 per hour. All legal services will be charged in increments of one tenth (1/10) of an hour for actual attorney time rendered. The firm agrees to submit monthly invoices and to advance all costs up to \$300.00 per month.

These rates are subject to review and adjustment by mutual agreement in December 2020 and every December thereafter so long as RKC is serving as School Board Attorney.

Mr. Dietzen will agree to make all reasonable efforts to attend each Board meeting, Board workshops and staff meetings as needed. RKC will not charge for any attorney fees for travel time to and from Suwannee County. Only IRS approved mileage will be charged.

4. Costs and Expenses. In addition to fees for legal services, there are certain costs and expenses that the Board may be obligated to pay. RKC shall be reimbursed for expenses incurred on behalf of the Board (i.e., cellular and long distance telephone calls, photocopying, delivery charges, and postage expenses, and the like) at the rate of 1.0 times the actual expenses. All reimbursable expenses related to legal services shall be itemized and included in the monthly invoices. Costs over \$300.00 shall be billed directly to the Board. The Board agrees to pay these bills on a timely basis, according to their terms.

The Board will reimburse RKC for annual dues and assessments actually paid for the Attorney's membership in The Florida School Board Attorneys Association and The National Council of School Board Attorneys. Such membership fee reimbursement requests shall be submitted with the Basic Services invoice.

School Board Chair
November 22, 2019
Page 3

The Board will reimburse all travel expenses in accordance with School Board Policy for the Attorney to attend out-of-district Florida School Board Attorneys Association meetings, and for School District matters. Such expenses shall be submitted for reimbursement with the monthly invoices as appropriate.

5. Payment of Fees and Expenses. All fees and costs shall be payable on a monthly basis.

6. Cooperation. In order to enable RKC to effectively render the services contemplated, the Board agrees to disclose fully and accurately all facts and to keep us apprised of all developments relating to pending matters before the Board. The Board agrees to cooperate fully with RKC and to make itself or its representatives available to attend meetings, conferences, hearings and other proceedings as necessary.

7. Contract Term. The contract term for the services as School Board Attorney to be performed by RKC will commence on January 1, 2020, and conclude on December 31, 2020, subject to the right of the Board to terminate such services on thirty (30) days written notice to RKC, and subject to renewal for successive one-year terms upon specific approval by the Board at each December Regular Board Meeting.

8. Termination of Representation. It is understood that, subject to any limitations imposed by the Rules Regulating the Florida Bar, RKC or the Board may terminate RKC's representation upon thirty (30) days written notice.

9. No Warranty. The Board acknowledges that the Board and RKC have made no guarantees as to the outcome of this matter.

10. Client Documents. RKC will maintain any documents the Board furnishes RKC in RKC's client file (or files) for this matter. At the conclusion of the matter (or earlier, if appropriate), it is the Board's obligation to advise RKC as to which, if any, of the documents in RKC's files the Board wishes RKC to turn over to the Board. RKC will retain any remaining documents in its files for a reasonable period of time and ultimately destroy them in accordance with its record retention program schedule then in effect.

In the event that RKC's representation is terminated and the Board has not paid for all services rendered and/or other charges accrued on its behalf to the date of RKC's withdrawal, RKC may, to the extent permitted by law, assert a retaining lien against any documents or files remaining in its possession until such charges are paid.

11. Subsidiaries, Parents and Affiliates. RKC represents the entity identified in the first paragraph of this letter. RKC represents many entities, some of which may be related, subsidiary, parent or affiliated entities. Furthermore, from time to time, the entity may be sold,

School Board Chair
November 22, 2019
Page 4

acquired or transferred, creating a new set of related, subsidiary, parent or affiliated organizations. RKC adheres to the applicable Bar rules regarding such entities. Therefore, please provide an ongoing list of entities which may be related, affiliated, parents or subsidiaries of your entity so RKC does not inadvertently find itself in a conflict of interest which may compromise RKC's ability to represent your entity.

12. Professional Liability Insurance. RKC shall at all times maintain professional liability insurance coverage with minimum limits of liability of \$1,000,000.00 per claim; \$1,000,000.00 total limit.

The Board and RKC agree that any dispute regarding RKC's engagement on this matter will be adjudicated in federal or state court in Suwannee County. Florida law will apply without regard to conflict of law principles.

(THE REMAINING PAGE IS INTENTIONALLY LEFT BLANK)

School Board Chair
November 22, 2019
Page 5

IN WITNESS WHEREOF, the parties have set their hands and seals to this Agreement on
this _____ day of December, 2019.

**Signed, sealed and delivered in
the presence of these witnesses:**

School Board of Suwannee County, Florida

Witness Signature

By _____
Ed daSilva
Chair

Type or Print Name of Witness

Witness Signature

ATTEST _____
Ted Roush
Superintendent

Type or Print Name of Witness

Rumberger, Kirk & Caldwell, P.A.

Witness Signature

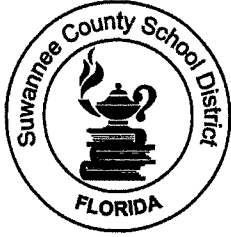
BY _____
Leonard J. Dietzen, III
Florida Bar No. 0840912

Type or Print Name of Witness

Witness Signature

Type or Print Name of Witness

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

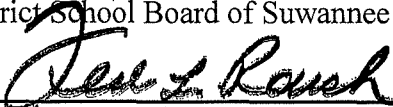
TO: Ted L. Roush, Superintendent of Schools
FROM: Walter Boatright, Director of Human Resources *WB*
DATE: November 22, 2019
RE: Human Resources Transactions for December 17, 2019
Regular Meeting

RECOMMENDATION:

Pursuant to Section 1012.27 (1A) (1B), *Florida Statutes*, the Superintendent hereby submits the following written personnel recommendations.

SUWANNEE COUNTY SCHOOL BOARD
Human Resources Transactions
December 17, 2019

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.

RECOMMENDATIONS FOR THE 2019-2020 SCHOOL YEAR:

RETIREMENT: INSTRUCTIONAL:

Suwannee High School:

Julie Hocutt, Teacher, effective June 30, 2020

RESIGNATION: INSTRUCTIONAL:

Suwannee Primary School:

Brandy Geering, Teacher, effective December 9, 2019

RESIGNATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Suwannee Middle School:

Ashley Rossfield, Custodian, effective November 20, 2019

Transportation:

Christopher Dean, Bus Driver, effective November 15, 2019

RECOMMENDATIONS: INSTRUCTIONAL:

RIVEROAK Technical College:

Lydia Mendoza, English Second Language Teacher, effective December 2, 2019

REPLACES: Eden Camejo

Suwannee High School:

Traci Thompson, Allied Health Teacher, non-certificated, effective November 12, 2019

REPLACES: Megan Roush

Suwannee Middle School:

Ashton Petersen, Teacher, (Long-term Substitute), effective November 12, 2019

REPLACES: Jayvis Ward

Seth Stebbins, Teacher, effective December 2, 2019

REPLACES: Chad Bonds

LEAVE OF ABSENCE (ILLNESS IN THE LINE OF DUTY):**Suwannee Elementary School:**

Rhonda Furry, Teacher, August 14, 2019 and November 1, 2019, for a total of 6.75 hours.

Suwannee Middle School:

Deanna Burkett, Teacher, October 18, 2019, October 28, 2019, November 6, 2019, and November 12, 2019, for a total of 13 hours.

Suwannee Primary School:

Ronna Williams, Media Clerk, October 23, 2019 through October 25, 2019, for a total of 24 hours.

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>REPLACES</u>
David Arnold	Head M/S Softball Coach	BHS	Kenneth Certain
Erin Clark	Planning Period	BHS	
Matthew Grillo	Assistant Girls' Soccer Coach	SHS	Fred Segura
Sarah Grillo	JV Head Girls' Soccer Coach	SHS	Amanda Mabey
Frank Hufty	Assistant Girls' Basketball Coach	SHS	Francis Cohen

TRANSFERS/REASSIGNMENTS:

<u>NAME</u>	<u>FROM: SITE/POSITION</u>	<u>TO: SITE/POSITION</u>	<u>EFFECTIVE</u>	<u>REPLACES</u>
Tammie McKay	SHS/Teacher	SMS/Teacher	12/2/2019	Rebecca Monroe
Rebecca Monroe	SMS/Teacher	SHS/Teacher	12/2/2019	Tammie McKay

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:**Branford Elementary School:**

Kathy Ezell, 3 hour Food Service Worker, effective November 13, 2019

REPLACES: Lisa Young

Suwannee High School:

Patricia Williams, Paraprofessional, Temporary, effective December 9, 2019

Transportation:

Jennifer Farrar, Bus Driver, effective November 22, 2019

REPLACES: Pamela Hough

Hope Robinson, Bus Driver, effective November 22, 2019

REPLACES: Christopher Dean

TRANSFERS/REASSIGNMENTS:

<u>NAME</u>	<u>FROM: SITE/POSITION</u>	<u>TO: SITE/POSITION</u>	<u>EFFECTIVE</u>	<u>REPLACES</u>
Michael Herring	SIS/Paraprofessional	SMS/Paraprofessional	12/2/2019	Barbara Tucker
Barbara Tucker	SMS/Paraprofessional	SIS/Paraprofessional	12/2/2019	Michael Herring

LEAVE OF ABSENCE (FAMILY AND MEDICAL LEAVE):

Suwannee Primary School:

Betty Riley, Lead CDA Paraprofessional, tentatively, September 18, 2019 through November 15, 2019, with the option of returning sooner if released by the doctor.

Transportation:

Leon Kaczmarek, Bus Driver, tentatively, October 29, 2019 through January 15, 2020, with the option of returning sooner if released by the doctor.

LEAVE OF ABSENCE (MEDICAL LEAVE):

Suwannee Primary School:

Betty Riley, Lead CDA Paraprofessional, tentatively, November 18, 2019 through January 31, 2020, with the option of returning sooner if released by the doctor.

Transportation:

Cathy Reed, Bus Driver, tentatively, November 6, 2019 through January 6, 2020, with the option of returning sooner if released by the doctor.

Charles Livingston, Bus Driver, tentatively, November 19, 2019 through January 6, 2020, with the option of returning sooner if released by the doctor.

PART-TIME/HOURLY EMPLOYEES:

Approval for the following employees for the second term 2019-2020

RIVEROAK TECHNICAL COLLEGE PART-TIME/HOURLY EMPLOYEES

January 1, 2020-June 30, 2020:

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
Richard Crockett	ESOL
Jennifer Floyd	GED Test Proctor/TABE Test Examiner
Laura Hernandez	TABE Test Examiner
Ta-Trease Sapp	TABE Test Examiner
Jeff Lee	Test Administrator/Transition Specialist/Chief GED Test Examiner

CAREER AND TECHNICAL EDUCATION

Susan Morgan	Patient Care Technician/Practical Nursing/I.V. Therapy
Greta Thornton	Nail Technician
Kevin Mercer	Welding
Tommy Taylor	Welding
Marivic Blackwell	Phlebotomy
Kelly Grimes	Practical Nursing/Patient Care Technician Clinical Instructor

Hildelita Warren
Tammy Cunningham

Practical Nursing/Patient Care Technician Clinical Instructor/I.V. Therapy
Surgical Technology Clinical Instructor

COMMUNITY EDUCATION (Pending class enrollment)

Debbie Scott	Cake Decorating
Virginia Crews	CPR
Natasha Pittman	Computer Applications
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	Welding Art
Tommy Taylor	Welding Art
Derwin Bass	Basic car, home and/or shop maintenance
Julie Dees	Culinary, Cake Decorating
Stasia Dupree	Essential Oils
John Sinclair	Culinary
Becky Raymond	Basic Computers
LaDon Terry	Floral
Melinda Polbos	Culinary
Melissa Hottenstein	Sign Language
Logan Hart	Photography
Ramona Land	IV Therapy
Nancee Murrah	IV Therapy
Paz Kent	Dietary Management Review
Sherry Laks	Arts, Crafts, and Card Making
William Ragan	Auto Painting

MISCELLANEOUS:

Branford Elementary School:

Approval for the following to work in the after school extended day Pre-K program.

Susan Mackin

SUBSTITUTES:

The following to serve as a Substitute Bus Attendants:

Katrina Aikens Taylor Farrar Peggy Mead

The following to serve as a Substitute School Nurse District-wide:

Mary Sellgren

The following to serve as Substitute Teachers:

Hannah Hicks

Jennifer Neely

VOLUNTEERS:

Janyah Alicea
Christina Batton
Brittany Blanton
Kimberly Boatright
Bradley Bracewell
Karen Braun
Jennifer Cameron
Elizabeth Cobin
Aqua Cofield
James Driggers
Whitney Dubose
Sandra Fountain
Larry Giddens
Teri Giddens
Samantha Goldstein
Franklin Gonzalez
Edward Harris
Gracelynn Harris

Georgette Hillard
Kalie Hingson
Catherine Holtzclaw
Lori Hughes
Amanda Hurst
Camdyn Hurst
Sara Jenkins
Jessica Johnson
Marian Johnson
Martha Jones
Samantha Land
Rovon Lawson
Victor Lopez
Helen Lynn
Jimmy Lynn
Jacquelyn Miara
Jeffrie Miara
Elizabeth Mitchell

Jennifer Payne
Kecia Robinson
Stephanie Sampson
Jesse Schimpfle
Steven Sexton
Daniel Skelly
Stacey Smith
Canary Stephens
Barandah Taylor
Jerry Taylor
Jamie Wachter
Tina West
Timothy Wiggins
Danny Williams
Derrick Williams
Laura Williams
Jacob Williamson
Kayla Williamson

**End of List
2019-2020
School Year**

CHAPTER 6.00 – HUMAN RESOURCES

FLORIDA BEST AND BRIGHTEST TEACHER SCHOLARSHIP PROGRAM

6.09

- I. The Florida Best and Brightest Teacher and Principal Allocation is created to provide recruitment, retention and recognition awards to classroom teachers, instructional personnel, and principals based on criteria as defined in s. 1012.01(2), and is to be funded as provided in s. 1011.62(18).

Definitions

For the purpose of this policy, the following definitions shall apply:

- A. Classroom Teacher – defined in Florida Statute 1012.01(2)(a) to include K-12 teachers that are assigned the professional activity of instructing students in courses in classroom situations, including basic instruction, exceptional student education, career education and adult education. By law it does not include teachers exclusively serving students in Pre-K or post-secondary programs. Teachers will be determined to be “classroom teachers” if they are assigned K-12 students in one or more courses for at least one period during each student day and also provide regular instruction to those assigned students.
- B. Content Expert in Math, Science, Computer Science, Reading or Civics – Defined by Florida State Board of Education Rule 6AER19-01 as a teacher who has earned at least a Master’s Degree in one or more of the associated subject areas, or who has earned a Bachelor’s Degree with at least 5 years of work experience in one or more of the associated subject areas.
- C. Instructional Personnel – Defined in Florida Statute 1012.01(2)(a) – (e) as any K-12 staff member whose function includes the provision of direct instructional services to students or whose functions provide direct support in the learning process of students.
- D. Newly Hired – Initial employment in Suwannee County as an instructional staff member. This initial employment can be with either a District managed school or charter school; however, a teacher shall only be eligible for one recruitment award with the Suwannee County School District. Teachers previously employed in an instructional capacity in any Suwannee school or department, District managed or charter, prior to July 1, 2019, shall not be eligible for an award from this category.

CHAPTER 6.00 – HUMAN RESOURCES

- E. Performance Criteria and Policies Adopted by the Board – for the purpose of this award, this provision shall be defined as instructional personnel who received an overall summative evaluation rating of “Highly Effective” or “Effective” for the school year immediately preceding the award year.
- F. Principal – defined in Florida Statute 1012.01(3)(c) as K-12 staff members performing the assigned activities as the administrative head of a school and to whom have been delegated responsibility for the coordination and administrative direction of the instructional and non-instructional activities of the school. This does not include principals exclusively serving Pre-K or post-secondary programs.
- G. Qualifying School – A school that has improved an average of 3 percentage points or more in the percentage of total possible points achieved for determining school grades over the past 3 years. Annually, a list of eligible schools will be identified by the Florida Department of Education and provided to the District. Schools that receive an improvement rating instead of a school grade have been determined to be ineligible by the Florida Department of Education Rule.
- H. Rated as “Highly Effective” or “Effective” the preceding year – defined as receiving an overall summative evaluation rating of “Highly Effective” or “Effective” for the school year immediately preceding the award year.
- I. Recognition Award – must be rated highly effective or effective the preceding year and selected by their principal.
- J. Two Consecutive School Years – the current school year in which the awards are to be paid, and the school year immediately preceding the award year.

II. Award Categories

The following teacher and principal awards are to be provided by the District or applicable charter school governing board utilizing the annual appropriation identified by the State:

- A. Recruitment Award: A one-time award for Section 1012.731(3)(a) provides for a newly hired classroom teacher determined to be a content expert based on criteria established under the Florida State Board of Education Rule 6AER19-01 in the areas of math, science, computer science, reading or civics.

CHAPTER 6.00 – HUMAN RESOURCES

1. Began working for the District on or after July 1, 2019 for the 2019/2020 school year, or began working for the District after the completion of the preceding February FTE survey window for all subsequent years;
 2. Was employed continuously in a classroom teacher position through the payment date of the award or the last scheduled workday of the year in which the award is paid, whichever occurs first; and
 3. Completed any District required application for the award and provided any supporting documentation requested by the District to verify eligibility for the award.
- B. Retention Award (Classroom Teacher): Available to classroom teachers who:
1. Received a summative evaluation rating of “Highly Effective” or “Effective” the preceding school year;
 2. Was employed as a classroom teacher during 3 of the 4 October and February FTE survey windows at the same eligible school over the two-year eligibility period;
 3. Are teaching at a qualifying school;
 4. Employed in a classroom teacher position at the same qualifying school for two consecutive years through the payment dated of the award or the last scheduled workday of the year in which the award is paid, whichever occurs first; and
 5. Completed any District required application for the award, and provided any supporting documentation identified by the district to verify eligibility for an award.
- C. Retention Award (School Principal) – Principal shall be eligible for an annual principal retention award provided he/she:
1. Was employed as a principal during 7 of the 8 October and February FTE survey windows at the same eligible school over the four-year eligibility period;
 2. Are currently serving as the school principal at the same qualifying school through the payment date of the award or the last scheduled workday of the year in which the award is paid, whichever occurs first;
 3. Served as the school principal at that same school for 4 consecutive school years, including the current school year; and
 4. Completed any District required application for the award, and provided any supporting documentation identified by the District to verify eligibility for an award.

CHAPTER 6.00 – HUMAN RESOURCES

- D. Recognition Award: Available to instructional personnel who:
1. Were employed in an eligible instructional position through the payment date of the award or the last scheduled workday of the year in which the award is paid, whichever occurs first;
 2. Received a summative evaluation rating of “Highly Effective” or “Effective” the preceding year;
 3. Selected by his/her school principal to receive the award, based on performance criteria and policies adopted by the District or charter school governing board; and
 4. Completed any District required application for the award, and provided any supporting documentation identified by the District to verify eligibility for an award.
- III. Eligible full-time K-12 instructional employee candidates, including eligible paraprofessionals, shall receive no more than one (1) type of award (e.g. recruitment, retention, or recognition).
- A. Eligibility Decisions
- The District may require an application and/or supporting documentation to be provided by an employee seeking payment of awards associated with the Florida Best and Brightest teacher and Principal Allocation. Failure of an employee to provide timely or sufficient applications or supporting documentation, when requested, shall be considered a waiver of eligibility and the employee will not be entitled to an award. The sufficiency of an application and/or supporting documentation for any of the awards associated with the Florida Best and Brightest Teacher and Principal Allocation shall be determined by the Office for Human Resources, such decisions will be considered final.
- B. Funding
- The Florida Legislature annually establishes the total funding allocation for each school district. The District’s allocation is based on its proportional share of statewide FEFP base funding using weighted FTE. Each approved charter school operating within the District shall be provided its proportional share of the District’s allocation using the same FEFP base funding and weighted FTE formula employed by the state to determine the District’s allocation.

CHAPTER 6.00 – HUMAN RESOURCES

C. Award Amounts

The maximum amount of each award is established by the Florida Legislature through the annual General Appropriations Act. The District and charter school governing boards must pay the full award amounts specified in law for categories 1, 2 and 3 prior to paying any category 4 awards. The amount of individual category 4 awards shall be determined by dividing the number of eligible instructional personnel by the total amount of funding remaining after all category 1, 2 and 3 awards have been paid in full. Should the District's or individual charter school governing board's specific appropriation of funds be insufficient to pay the full award amounts specified in law for categories 1, 2, and 3; each award amount shall be pro-rated to match the District's or charter school governing board's specific appropriation and no category 4 awards will be paid. The award amounts identified in law, or, in the case of category 4 awards, by policy are considered to be gross award amounts. All applicable employer and employee withholdings shall be deducted from these gross award amounts prior to payment of any award to an eligible instructional staff member or principal. Final eligibility for all award amounts shall be determined at the end of each academic year, and awards shall be paid prior to the end of the fiscal year.

D. Duration

Should the statutory framework or specific categorical funding appropriation related to the Florida Best and Brightest Teacher of Principal allocation be withdrawn or substantially amended by the Florida Legislature or a court of competent jurisdiction, this policy and the payments of any awards shall be immediately suspended until such time as a successor policy is developed and approved. Should any portion of this policy be determined to be inconsistent with state law or deemed otherwise invalid by a court of competent jurisdiction, this policy and the payment of awards shall be immediately suspended until such time as a successor policy is developed and approved.

STATUTORY AUTHORITY:

1012.01, 1012.34, 1011.62, F.S.

LAWS IMPLEMENTED:

1012.731, F.S.

HISTORY:

ADOPTED: _____

REVISION DATE(S): _____

FORMERLY: NEW

NEFEC

NEFEC 6.09

New: 11/05/19



**Suwannee County School Board, Florida
RESOLUTION**

A RESOLUTION OF THE SUWANNEE COUNTY SCHOOL BOARD, LIVE OAK, FLORIDA; ENCOURAGING THE UNITED STATES POSTAL SERVICE TO FORMALLY NOMINATE THE LIVE OAK MAIN POST OFFICE, LOCATED AT 400 OHIO AVENUE/DR. MLK JR. AVENUE, SOUTH, TO THE NATIONAL REGISTER OF HISTORIC PLACES; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, in November 2018, the United States Post Office notified the City of Live Oak its intention to relocate the services offered by the United States Postal Service from the current location at 400 Ohio Avenue/Dr. MLK Jr. Avenue, South; and

WHEREAS, the United States Postal Service has offered the current building “For Sale”; and

WHEREAS, the City of Live Oak’s Main Post Office was constructed in 1915 and may be one of the oldest operating post offices in Florida; and

WHEREAS, Oscar Wenderoth, an American architect, who served as Director of the Office of the Supervising Architect from 1912 to 1915, supervised the design and construction of the Live Oak Post Office; and

WHEREAS, Mr. Wenderoth is identified as the architect of many government buildings built during that period, including some listed on the National Register of Historic Places; and

WHEREAS, the design and construction of the Live Oak Main Post Office reflects the neo-classical style predominant for government buildings constructed in this era; and

WHEREAS, the construction of the Live Oak Main Post Office embodies the distinctive characteristics of early 20th century area public buildings; and

WHEREAS, notwithstanding the renovations and expansion performed on the Live Oak Main Post Office circa 1965, the building retains its architectural integrity and significance, and therefore meets the eligibility requirements for inclusion on the National Register of Historic Places; and

WHEREAS, by its inclusion on the National Register of Historic Places, the Suwannee County School Board can rest assured that the Live Oak Main Post Office building will be preserved and substantially restored by any and all future owners of the property, therefore retaining its heritage and legacy in the fabric of Historic Downtown Live Oak.

NOW, THEREFORE, BE IT RESOLVED BY THE SUWANNEE COUNTY SCHOOL BOARD, LIVE OAK, FLORIDA:

- Section 1.** The foregoing “WHEREAS” clauses are hereby ratified and confirmed as being true and correct; and are hereby made a specific part of this Resolution.
- Section 2.** The Suwannee County School Board, Live Oak, Florida, does hereby encourage the United States Postal Service to formally nominate the Live Oak Main Post Office for inclusion on the National Register of Historic Places; and authorizes a copy of this resolution to be forwarded to the United States Postal Service, the Postmaster General, and the Director of the Division of Historical Resources and State Preservation Officer at the Department of State for the State of Florida.
- Section 3.** The subject property is described as follows:
- LOTS 20 and 21 BLOCK I LIVE OAK
- Section 4.** All resolutions or portions of resolutions in conflict with this Resolution are hereby repealed to the extent of such conflict.
- Section 5.** If any clause, section, or other part of application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.
- Section 6.** This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND DULY ADOPTED in the Regular Board Meeting of the Suwannee County School Board, Live Oak, Florida, this _____ day of _____, 2019.

Ted L. Roush, Superintendent of Schools

Tim Alcorn, School Board Vice-Chairman

Catherine Cason, School Board Member

Ed daSilva, School Board Chairman

Jerry Taylor, School Board Member

Ronald White, School Board Member



**Suwannee County School District
2020-2021 School Choice Program
~~ Enrollment Plan ~~**

The Suwannee County School District's (SCSD) Enrollment Plan, for the School Choice Program, is designed to give all parents/legal guardians the opportunity to select a school of attendance based on the application process. Seats will be filled on a space available basis while operating in accordance with state and federal guidelines. The SCSD School Choice Program specializes in areas of interests, talents, and abilities and offers our students the opportunity to grow to their fullest potential. For students who are zoned for Live Oak elementary schools, there are three School Choice Program options. These options are for those students in a PreK-5 educational setting, which will provide parents/legal guardians and students in our community additional public education choices to meet their needs and increase the quality of all schools involved. Parents/legal guardians will select from the options available in order to meet the right educational needs for their child.

The SCSD School Choice Program has five goals, which are as follows:

- To maintain academic rigor and reflect the diversity of the District;
- To provide students the opportunity to exceed in challenging state academic and achievement standards;
- To promote student diversity through choice;
- To strengthen student knowledge in subject areas that will lead to increased student acquisition of marketable career, technological, and professional skills to inform career decisions; and
- To support student achievement.

1. SCSD School Choice Program

At the elementary school level, the District has implemented school choice programs within the three elementary schools in Live Oak. It is the goal of the District to provide all students the opportunity to have access to total school choice programs designed to promote skill acquisition and exposure to themed areas of interest.

2. Academic or Related Eligibility Criteria

- a. Elementary School Level – At the elementary level, no school shall use academic or related criteria for determining whether a student is eligible for a School Choice Program. For students entering kindergarten, the school may conduct a series of assessments during the first semester for specific purposes. Elementary school choice programs may require

the parents/legal guardians and/or students to participate in school activities or afterschool activities that support the school theme.

3. Application, Selection, and Admission Process

- a. Between designated times each school year, the SCSD may make applications for school choice programs available online.
- b. Parents/legal guardians may select a first, second, and third choice. Parents/legal guardians of a student must reside north of the current zone for Live Oak schools. Exceptions may be made for students residing outside the Live Oak zone but still reside in Suwannee County.
- c. All eligible applicants who meet the application deadline will be considered for available seats. If there are more eligible applicants requesting admission to a specific School Choice Program than the number of seats available, students may be placed on a waitlist for the first selection and placed based on their second school choice selection. In the event the second selection is at or above capacity, the student will be placed on a waitlist for their second selection and placed in their third selection.
- d. When submitting the completed web-based form, the parent/legal guardian is verifying, under penalties of perjury, that his/her electronic submitted application is authentic, the information provided is true and correct, and that he/she is the parent/legal guardian authorized to submit the application. Only one application may be submitted per student, and only one program selection change will be allowed at the end of the first or second semester once the application is submitted. Approval process for all out of district requests will be completed prior to school selection and placement.

4. Assignment Preferences and Priority Placement

- a. Assignment preferences and priority placement may be implemented in the following order:
 - (1) Preference to the elementary siblings of older elementary students already admitted and attending an elementary School Choice Program and who will be returning to the same school in the year for which application is being made.
 - (2) In some cases, siblings and students of employees are given priority placement in a School Choice Program:
 - (a) Eligible students who apply to a School Choice Program where their sibling is currently enrolled in the program will receive priority placement at that same campus, if space is available.
 - (b) The sibling will receive priority placement, if space is available.
 - (c) Students will be given priority placement when the location is the primary worksite of the employee. The employee must be the student's parent/legal guardian who works at the school site to which the student is applying who is a full time employee at the choice school to which they apply.
 - (d) Students of military service members will be admitted if they have a parent/legal guardian who is active military or full time reserves. Applicant must be claimed as a dependent on the Defense Enrollment Eligibility Reporting System (DEERS).

Official orders showing active status and proof of dependency such as the student's military ID card is required.

For purposes of this preference, siblings are brothers and sisters; step-brothers and step-sisters; or half-brothers and half-sisters living at the same address. To be eligible for this preference, the sibling must be assigned to the school requested.

5. Wait Pool and Waitlist

- a. Wait Pool – A wait pool will be utilized for applicants who do not receive any of their school program choices. These applicants may be placed on a waitlist for seats that may become available when or if assigned first choice applicants decline the assignment.
- b. Waitlist – Those applicants who cannot be given any of their choices will be placed on a waitlist and may be assigned later if spaces become available before the first day of school. Students accepted to their first School Choice Program will not be placed on a waitlist for their other choices.

6. Student Continuation and Exit Criteria

- a. As a general rule, once a student is admitted to a School Choice Program, the student is allowed to remain in that school until the student reaches the highest grade level offered by that school.
- b. Upon acceptance to a School Choice Program, students and parents/legal guardians may be required to sign an agreement of understanding indicating certain academic, attendance, and behavioral requirements.
- c. Students who wish to voluntarily exit after the school year is in progress may complete a request to withdraw from the school. Changes are permitted at the end of the first semester. Otherwise, a School Choice Program assignment is the student's assignment for the remainder of the school year. Only one change per school year may be granted.
- d. Parents/legal guardians may appeal the entrance or exit process for a School Choice Program. A written request for appeal and application must be submitted to the Choice Appeals Review Committee within five school days of the initial notification of the decision to enter or exit a School Choice Program. After the written request for appeal is received from the parent/legal guardian, the Choice Appeals Review Committee will determine its merit and make a recommendation. The Choice Appeals Review Committee is established annually and consists of a diverse group of professional educators and administrators with knowledge of District policies. At the completion of the Committee's review of appeals requests, one of the following actions will occur within five school days:
 - (1) The Committee will contact the parent/legal guardian approving the appeal; or
 - (2) The Committee will contact the parent/legal guardian denying the appeal.
- e. If a student is granted a choice assignment and displays issues with attendance, grades, or disciplinary actions, the principal will document a minimum of three good faith efforts to provide interventions and enlist parental/legal guardian support for the identified areas of concern. Behavior interventions and parental/legal guardian contracts will be immediately implemented to correct behaviors that are determined to be detrimental by the school principal to the success of a School Choice Program.

7. Students Entering from Another County, State, or Country

- a. Students entering SCSD, in grades PreK-5, can request placement in a School Choice Program at any time during the school year.
- b. Assignment will be made on a space available basis.
- c. New resident applications are only considered for programs with empty seats.

8. Transportation

In general, transportation will be provided for students who are zoned for the Live Oak area. Transportation will not be provided for students who are zoned for Branford Elementary School.