

SUWANNEE COUNTY SCHOOL BOARD
REORGANIZATION MEETING
November 14, 2017

AGENDA

Call to Order – 5:30 p.m.

Superintendent Presiding

1. Election of School Board Officers to serve through November 2018.

Chairman Presiding

2. Establishment of official meeting dates and times through November 2018.
3. Selection of one School Board member to serve as the Small School District Council Consortium (SSDCC) School Board Designee for our District.

Adjourn

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SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
November 14, 2017

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by Suwannee Elementary School

Special Recognition by the Superintendent:

- School Sites/Departments for Hosting Emergency Shelters During Hurricane Irma

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. 6-32)

October 10, 2017	- Workshop Session
	- Special Meeting
	- Expulsion Issues Hearing (Private)
October 24, 2017	- Expulsion Issues Hearing (Private)
	- Public Hearing
	- Regular Meeting
October 25, 2017	- Workshop Session
	- Special Meeting

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

General Fund	
#168059-168392	\$ 1,976,355.66
Electronic Fund Transfers	<u>2,370,210.30</u>
	\$ 4,346,565.96

Federal Fund		
#49932-50014	\$	292,754.35
Electronic Fund Transfers		<u>259,937.92</u>
	\$	552,692.27

Food Service Fund		
#32339-32422	\$	268,608.10
Electronic Fund Transfers		<u>76,560.45</u>
	\$	345,168.55

LCIF		
#7647-7658	\$	148,076.12
Electronic Fund Transfers		<u>1,535.00</u>
	\$	149,611.12

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-4	III-4	IV-4 (Federal)
		IV-4 (Food Service)

5. The Superintendent recommends 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
Allen	Stanavich	Suwannee	Hamilton	5

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Logan	Kelloway	BES	SES	3

REGULAR AGENDA

Assistant Superintendent of Administration – Bill Brothers:

1. The Superintendent recommends approval of revisions to the following form:

#7200-089 Citizen Input (*Revised*) (pgs. 33-34)

Assistant Superintendent of Instruction – Janene Fitzpatrick:

2. The Superintendent recommends approval of the following curriculum item for the 2018-2019 school year:

a. 2018-2019 School Calendar (pgs. 35-36)

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

3. 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.)

#2018-85 Non Exclusive Student Affiliation Agreement between Suwannee County School Board Patient Care Technician, Practical Nurse Education, Surgical Technology, Phlebotomy, and Certified Dietary Manager Programs and Shands Live Oak Regional Medical Center d/b/a Shands Live Oak Regional Medical Center (*New*) (pgs. 37-51)

Director of Curriculum and Instruction – John Olson:

4. The Superintendent recommends approval to advertise additions and revisions to the Suwannee County School District Elementary Student Progression Plan and the Suwannee County School District Secondary Student Progression Plan for 2017-2018. (Copies are available for review in the office of the Director of Curriculum and Instruction.)

Director of Human Resources – Walter Boatright:

5. Personnel Changes List (pgs. 52-56)

School Board Attorney – Leonard Dietzen:

6. Legal Counsel's Report

Superintendent of Schools – Ted Roush:

7. Superintendent's Report

School Board Members:

8. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
October 10, 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, 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 arrived at 9:08 a.m.

Administrators and others present: Jennifer Barrs, Walter Boatright (arrived at 9:20 a.m.), Amy Boggus, Tammy Boggus (arrived at 10:15 a.m.), Bill Brothers, Gary Caldwell (arrived at 9:50 a.m.), Mark Carver, Lisa Dorris (arrived at 9:04 a.m.), Janene Fitzpatrick, Leah Harrell, Malcolm Hines (arrived at 9:08 a.m.), Terry Huddleston (arrived at 9:35 a.m.), Mary Keen (arrived at 9:50 a.m.), Debbie Land, Chris Landrum, Dee Dee McManaway (arrived at 9:50 a.m.), John Olson, Kecia Robinson, Marsha Tedder, Jimmy Wilkerson (arrived at 9:11 a.m.), Josh Williams (arrived at 10:08 a.m.), and Kelli Williams (arrived at 9:24 a.m.). Deb Methany-Hayes, Charter School Consultant; and Alexis Spoehr, Democrat; were also present.

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

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

- School Calendar for 2018-2019
- Evaluation Committee Update

Mrs. Fitzpatrick provided an update regarding the charter school review process. She introduced Ms. Deb Methany-Hayes, Charter School Consultant. Mrs. Fitzpatrick and Ms. Methany-Hayes answered questions from Board members.

Mrs. Fitzpatrick distributed and reviewed a handout regarding the second draft of the 2018-2019 school calendar. Mr. White suggested shortening the Thanksgiving holidays to three days, which means school would get out a couple days earlier. Consensus of the Board (four to one) was to propose the change to the Calendar Committee.

Mrs. Fitzpatrick provided an update regarding the evaluation process for the District.

School Improvement Plans and..... Janene Fitzpatrick
District Improvement Assistant Plan

Mrs. Fitzpatrick distributed and reviewed a handout regarding an overview of District/School Improvement Plans, along with the District Strategic Plan 2016-2020. She stated that the District Improvement Assistant Plan (DIAP) was no longer required.

The following 2017-2018 School Improvement Plans (SIP) were presented to the Board, along with the DIAP:

- District – Janene Fitzpatrick
- Branford Elementary School – Jennifer Barrs
- Branford High School – Terry Huddleston
- Suwannee Primary School – Marsha Tedder
- Suwannee Elementary School – Amy Boggus
- Suwannee Intermediate School – Gary Caldwell
- Suwannee Middle School – Jimmy Wilkerson
- RIVEROAK Technical College – Mary Keen

(NOTE: The remaining SIP presentations were put on hold, until after lunch, so that Ms. Keen could provide her update for her department as listed below.)

Adult, Career, and Technical Mary Keen
Education Department Update

Ms. Keen provided an update regarding the Adult, Career, and Technical Education Department.

The workshop recessed at 11:33 a.m. and resumed at 12:33 p.m.

SIP presentations resumed as follows:

- Suwannee High School – Malcolm Hines and Tammy Boggus
- Suwannee Virtual School – Dee Dee McManaway

No action was taken at this time on the DIAP or the SIPs.

Student Services Department Update.....Debbie Land

Mrs. Land provided an update regarding the Student Services Department.

Finance Department Update..... Vickie DePratter

- Skyward
- Fringe Benefits Committee Update

Mrs. DePratter provided updates regarding Skyward and the Fringe Benefits Committee recommendation to advertise for an RFQ for Health Insurance Brokerage and Consulting Services.

Mrs. DePratter reported on LifeLock/Identity Theft, which was discussed at a recent FSBIT conference. LifeLock is available to Districts through a certain broker at a 55% discount; this information will be shared with the Fringe Benefits Committee to see if they would like to add it as a benefit for District employees.

Superintendent Update Ted Roush

- Commended Mrs. Dorris regarding the improvement of school meals this year.
- Ongoing communication is being held with FSBIT regarding a settlement on the insurance claim for the old District Office.
- Proposed to name a *New Admin/District Office Building Committee*, which will be comprised of seven individuals to serve on the committee as follows: Bill Brothers (Chair), Walter Boatright, Mark Carver, Vickie DePratter, Janene Fitzpatrick, Josh Williams, and one Board Member, which would be selected and voted on by the Board.
- Reminded everyone about the Legislative Delegation meeting to be held Monday, October 16, at 9:30 a.m., at Live Oak City Hall.

- Johnson Building – Received encumbrance authorization of the \$300,000 provided by the Legislature. The building will temporarily be used for Suwannee Virtual School and as a testing lab.
- Reported that the District spent approximately \$125,000 for operating the emergency shelters during Hurricane Irma, and it will most likely take approximately 12-24 months to recover these costs through FEMA.
- Five of seven schools will receive school recognition funds this year.
- Distributed and reviewed a handout regarding industry certifications.
- Governor Scott designated October as *Principals Month*.
- Executive Session will be held after the October 24, 2017, Regular Monthly Board Meeting at Branford High School.
- Mr. White still expressed concerned with traffic issues at Branford Elementary School. Mr. Alcorn said his overall observation was that log trucks adhered to speed limits, but cars and trucks were not adhering to the speed limits, and feels there are a couple changes that could be made to the parking lot that would help alleviate traffic issues.
- Expressed thanks and appreciation to administrators for their hard work and dedication to the District.

The workshop adjourned at 2:20 p.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
October 10, 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, 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.

Chairman Taylor called the meeting to order at 2:25 p.m.

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

Assistant Superintendent of Instruction – Janene Fitzpatrick:

1. MOTION by Mr. daSilva, second by Ms. Cason, for approval of the following curriculum item for the 2017-2018 school year:

- a. Suwannee County School District 2017-2018 Uniform Statewide Assessment Calendar **(pgs. 3-13)**

MOTION CARRIED UNANIMOUSLY

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

- | | |
|----------|--|
| #2018-86 | Contract for Evaluation Services Agreement between the Suwannee County School District and the Center for Assessment, Strategic Planning, Evaluation and Research, LLC d/b/a CASPER <i>(Renewal)</i> (pgs. 14-24) |
|----------|--|

MOTION CARRIED UNANIMOUSLY

Director of Facilities – Mark Carver:

3. MOTION by Mr. daSilva, second by Mr. Alcorn, for approval to award the following Request for Qualifications (RFQ):

#18-202 New Construction of Administration Building and Other Minor Projects to Architects RZK, Inc. (*New*)

MOTION CARRIED UNANIMOUSLY

Director of Information Technology – Josh Williams:

4. MOTION by Mr. daSilva, second by Mr. White, 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.)

#2018-84 Interagency Agreement between Suwannee County School District and Suwannee County Clerk of the Circuit Court to establish complementary use of data center resources (*New*) (pgs. 25-28)

MOTION CARRIED UNANIMOUSLY

Director of Human Resources – Walter Boatright:

5. MOTION by Mr. White, second by Mr. daSilva, for approval of the Personnel Changes List, with the following change, under Recommendations Instructional: Out-Of-Field, to add Becky Skipper (SHS) for Algebra 2/Math 6-12. (pgs. 29-30) MOTION CARRIED four to zero; Mr. White had stepped out of the meeting.

PERSONNEL CHANGES APPROVED:

RECOMMENDATIONS 2017-2018 SCHOOL YEAR:

RECOMMENDATIONS INSTRUCTIONAL:

OUT-OF-FIELD:

Approval for the following to teach out-of-field for the first semester of the 2017-2018 school term:

<u>SCHOOL</u>	<u>NAME</u>	<u>OUT-OF-FIELD SUBJECT</u>
SIS	Summer Bell	ESOL
SHS	Michael Bresk	Bus Ed
SHS	Brian Bullock	Earth/Space, Chem or Bio
SIS	Chelsea Burgess	ESOL
BHS	Bethany Byrd	English 6-12
SMS	Jennifer Campbell	Bus Ed
BHS	Erin Cannon	M/G Math or Math 6-12 & ESOL
SHS	Deborah Cathey	ESOL
SHS	Keith Cherry	PE
BHS	Eleanor Coker	ESOL
SHS	Sherry Dean	ESOL
SMS	Lisa Gray	Soc Sci 5-9 or Soc Sci 6-12
SHS	Elisa Hall	ESOL
SES	Patricia Hines	Elem Ed or Pk/Prim Content
SIS	Mary Johnson	Music
SHS	Jay Jolicoeur	Physics
BHS	Carl Manna	Engineer & Tech Ed
SPS	Katie Melland	ESOL
SVS	Vanessa Menhennet	Rdg/E
SES	Mary Metz	ESOL
FSBR	Susan Moffat	M/G Math 5-9 or Math 6-12
SIS	Christina Newhart	ESOL
SIS	Maria Rodriguez	ESOL
SES	Brittney Shearer	ESOL
SHS	Becky Skipper	Algebra 2/Math 6-12
SIS	Phyllis Smith	ESOL
SIS	Amy Stratton	ESOL
SIS	Ruth Thomas	ESOL
SHS	Emma Tillman	Gifted
SIS	Violet Tipton	ESOL
SIS	Kim Warren	Gifted

End of List
2017-2018
School Year

The meeting adjourned at 2:40 p.m.

SUWANNEE COUNTY SCHOOL BOARD
PUBLIC HEARING
October 24, 2017

MINUTES

The Suwannee County School Board held a Public Hearing on this date at Branford High School Cafeteria, 405 North Reynolds Street, Branford, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Ed daSilva, Ronald White, along with Superintendent Ted Roush, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. Attorney David Marsey, with Rumberger, Kirk & Caldwell P.A., sat in for School Board Attorney Leonard Dietzen who was absent. School Board Member Catherine Cason was absent.

School Resource Officer Brad Mincks was also present.

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

Assistant Superintendent of Administration – Bill Brothers:

1. Final review of additions and revisions to the Suwannee County School Board Policy Manual as follows: (Copies are available for review in the office of the Assistant Superintendent of Administration.)

#2.09	School Improvement and Educational Accountability (<i>Revised</i>)
#2.20	Wellness Program (<i>Revised</i>)
#3.05	Administrative Organization (<i>Revised</i>)
#3.16	Charter Schools (<i>Revised</i>)
#4.02	The Curriculum (<i>Revised</i>)
#5.03	Student Assignment (<i>Revised</i>)
#5.031	Student Out of Zone Transfers/Choice (<i>New</i>)
#5.032	Postsecondary Enrollment Programs (<i>New</i>)
#5.101	Bullying and Harassment (<i>Revised</i>)
#6.60	Staff Training (<i>Revised</i>)
#6.811	Instructional Employee Performance Criteria (<i>Revised</i>)

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

The hearing adjourned at 5:57 p.m.

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
October 24, 2017

MINUTES

The Suwannee County School Board met in Regular Session on this date at Branford High School Cafeteria, 405 North Reynolds Street, Branford, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Ed daSilva, and Ronald White, along with Superintendent Ted Roush, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. Attorney David Marsey, with Rumberger, Kirk & Caldwell, P.A., sat in for School Board Attorney Leonard Dietzen who was absent. School Board Member Catherine Cason arrived at 6:07 p.m.

School Resource Officer Brad Mincks was also present.

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

Student remarks and pledge to the flag by Suwannee High School Yearbook student organization.

Special Recognition by the Superintendent:

- Vincent Jones – Inducted into the FFA Hall of Fame

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

➤ There were none.

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

MOTION by Mr. Alcorn, second by Mr. daSilva, for approval of the Consent Agenda, except for Item 8, which was pulled by Mr. White for discussion purposes; and Item 9, which was pulled by Mr. daSilva for discussion purposes. MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

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

1. Approval of the following Minutes: **(pgs. 9-32)**

- | | |
|--------------------|--|
| September 5, 2017 | - Public Hearing (<i>Adopt final Millage Rates and final Budget for 2017-2018</i>) |
| | - Special Meeting |
| September 14, 2017 | - Workshop Session |
| | - Special Meeting |
| September 26, 2017 | - Workshop Session |
| | - Regular Meeting |

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

3. The following bills for the period September 1-31, 2017:

General Fund	
#167791 - 168058	\$ 2,107,286.98
Electronic Fund Transfers	<u>2,503,892.02</u>
	\$ 4,611,179.00
Federal Fund	
#49818 - 49931	\$ 473,365.97
Electronic Fund Transfers	<u>271,100.68</u>
	\$ 744,466.65

Food Service Fund	
#31903 - 32338	\$ 273,462.95
Electronic Fund Transfers	<u>73,675.42</u>
	\$ 347,138.37

LCIF	
#7639 - 7646	\$ 24,115.78
Electronic Fund Transfers	<u>1,159.49</u>
	\$ 25,275.27

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

<u>General</u>	<u>LCIF</u>	<u>Special Revenues</u>
I-3	III-3	IV-3 (Federal)
		IV-3 (Food Service)

5. Approval for disposal of property as per the attached Property Disposition Form dated October 24, 2017. (pgs. 33-41)
6. 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.)

#2018-87	Career Pathways Articulation Agreement between District School Board of Hamilton County and RIVEROAK Technical College for Allied Health Assisting for Program of Study: Patient Care Technician and Practical Nursing; Culinary Arts Program of Study: Commercial Foods and Culinary Arts; Digital Design for Program of Study: Administrative Office Specialist, Digital Design, and Medical Administrative Specialist; and Digital Information Technology for Program of Study: Administrative Office Specialist, Digital Design, and Medical Administrative Specialist (<i>Renewal</i>) (pgs. 42-48)
#2018-89	Career Pathways Articulation Agreement between District School Board of Lafayette County and RIVEROAK Technical College for Allied Health Assisting for Program of Study: Patient Care Technician and Practical Nursing; Digital Design for Program of Study: Administrative Office Specialist, Digital

- #2018-90 Design, and Medical Administrative Specialist; Digital Information Technology for Program of Study: Administrative Office Specialist, Digital Design, and Medical Administrative Specialist; and Culinary Arts for Program of Study: Commercial Foods and Culinary Arts (*Renewal*) (pgs. 49-55) Career Pathways Articulation Agreement between District School Board of Madison County and RIVEROAK Technical College for Allied Health Assisting for Program of Study: Patient Care Technician and Practical Nursing; Culinary Arts Program of Study: Commercial Foods and Culinary Arts; Early Childhood Education for Program of Study: Early Childhood Education; Web Development for Program of Study: Administrative Office Specialist and Medical Administrative Specialist; Digital Information Technology for Program of Study: Administrative Office Specialist, Digital Design, and Medical Administrative Specialist; and Entrepreneurship for Program of Study: Administrative Office Specialist and Medical Administrative Specialist (*Renewal*) (pgs. 56-62)
- #2018-92 Services Agreement between the Suwannee County School District and the University of Florida Board of Trustees (*Renewal*) (pgs. 63-70)
- #2018-93 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida and B.E.L.I.E.V.E.! LLC (*Renewal/Revised*) (pgs. 71-94)
- #2018-97 Dual Enrollment Articulation Agreement between Florida Gateway College and Suwannee County School District (*Renewal*) (pgs. 95-115)

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

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Garrett	Whitener	BES	SES	2
Rylan	Whitener	BES	SPS	K

8. Approval to change the November Regular Board Meeting and Reorganization Meeting from November 28, 2017, to November 14, 2017.
9. Approval to change the December Regular Board Meeting from December 26, 2017, to December 19, 2017.

REGULAR AGENDA

Chief Financial Officer – Vickie DePratter:

1. MOTION by Mr. White, second by Mr. Alcorn, for approval of the Suwannee County School Board Internal Accounts Audit for fiscal year end June 30, 2017. MOTION CARRIED UNANIMOUSLY
2. MOTION by Mr. daSilva, second by Ms. Cason, 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.)

#2018-98 Blue Cross and Blue Shield of Florida, Inc., Health Options, Inc. Accounting and Retention Agreement (Contingent Premium) between Blue Cross Blue Shield of Florida, Inc. d/b/a Florida Blue and Health Options, Inc. and School Board of Suwannee County (*New*) (**pgs. 116-120**)

MOTION CARRIED UNANIMOUSLY

Assistant Superintendent of Administration – Bill Brothers:

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

#2.09 School Improvement and Educational Accountability (*Revised*)
#2.20 Wellness Program (*Revised*)
#3.05 Administrative Organization (*Revised*)
#3.16 Charter Schools (*Revised*)
#4.02 The Curriculum (*Revised*)

- #5.03 Student Assignment (*Revised*)
- #5.031 Student Out of Zone Transfers/Choice (*New*)
- #5.032 Postsecondary Enrollment Programs (*New*)
- #5.101 Bullying and Harassment (*Revised*)
- #6.60 Staff Training (*Revised*)
- #6.811 Instructional Employee Performance Criteria (*Revised*)

MOTION CARRIED UNANIMOUSLY

4. Discussion and action regarding the selection/appointment of one School Board member to serve on the New Admin/District Office Building Committee.

MOTION by Mr. daSilva, second by Ms. Cason, for Tim Alcorn to serve on the New Admin/District Office Building Committee. MOTION CARRIED four to one, with Mr. Alcorn abstaining from the vote.

Assistant Superintendent of Instruction – Janene Fitzpatrick:

5. MOTION by Mr. daSilva, second by Ms. Cason, for approval of the 2017-2018 School Improvement Plans for all District schools, along with the District Improvement and Assistance Plan. (Copies are available for review in the office of the Assistant Superintendent of Instruction.) MOTION CARRIED UNANIMOUSLY

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

6. MOTION by Mr. White, second by Mr. daSilva, for approval of the following contracts/agreements for the 2017-2018 school year: (NEW) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

- #2018-91 Agreement between Suwannee County School Board and NF Suwannee, LLC d/b/a Suwannee Health Care Center, Live Oak, Florida for the Commercial Foods and Culinary Arts, and Dietetic Management and Supervision Programs (*New*) (pgs. 121-126)

- #2018-95 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*) (pgs. 127-132)

MOTION CARRIED UNANIMOUSLY

Director of Student Services – Debbie Land:

(Presented by Assistant Superintendent of Instruction – Janene Fitzpatrick)

7. MOTION by Mr. daSilva, second by Mr. White, 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.)

- #2018-94 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida and Amy Parker Therapy Services, PLLC (*New*) (pgs. 133-145)

MOTION CARRIED UNANIMOUSLY

Action on the Agenda Addendum

Director of Human Resources – Walter Boatright:

- #1. Personnel Changes List Addendum (pgs. A2-A3)

Action on this item was taken along with Item 8 below on the Regular Agenda.

End of Agenda Addendum for Mr. Boatright

Director of Human Resources – Walter Boatright:

8. MOTION by Mr. daSilva, second by Mr. White, for approval of the Personnel Changes List (pgs. 146-152) MOTION CARRIED UNANIMOUSLY

PERSONNEL CHANGES APPROVED:

RECOMMENDATIONS FOR THE 2017-2018 SCHOOL YEAR:

RESIGNATIONS: INSTRUCTIONAL:

Suwannee High School:

Akeia Allen, Teacher, effective October 2, 2017

RIVEROAK Technical College:

Joanne Kietur, LPN Instructor, part-time hourly, effective October 11, 2017

RETIREMENTS: INSTRUCTIONAL:

Suwannee High School:

Bonita Cook, Teacher, effective January 1, 2018 (Revised Date)

Suwannee Middle School:

Kaffa Owens, Teacher, effective June 1, 2018

Suwannee Primary School:

Dan Crews, Teacher, effective June 1, 2018

RETIREMENTS: NON-INSTRUCTIONAL:

RIVEROAK Technical College:

Virginia Crews, Paraprofessional, effective June 1, 2018

Suwannee Middle School:

Debra Hodges, Paraprofessional, effective June 1, 2018

Suwannee Primary School:

La Donna Baker, Paraprofessional, effective June 1, 2018

RESIGNATION: NON-INSTRUCTIONAL:

Laronda Butler, Bus Driver, effective September 19, 2017

RECOMMENDATIONS: INSTRUCTIONAL:

RIVEROAK Technical College:

Brenda Lacy, Registered Dietitian Instructor, part-time hourly, effective September 26, 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>
Sarah Grillo	SMS/Teacher	SHS/Teacher	10/09/2017	Akeia Allen

SUSPENSION:

Violet Noyes, without pay, October 4-5, 2017

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>
Brooke Cox-Knowles	Planning Period	Suwannee Virtual
Laritta Hunter	Cheerleading	SMS

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Branford Elementary:

Lyndsey Browning, Paraprofessional

REPLACES: New Position

Amanda Martin, Paraprofessional, effective September 28, 2017

REPLACES: Travis Howard

Branford High School:

Naela L. Jimenez, Paraprofessional, effective October 2, 2017

REPLACES: Martha Jones

Dana Root, Paraprofessional, effective October 9, 2017

REPLACES: Andrea Lanier

Suwannee Primary School:

Monica Djulvez, Paraprofessional, effective September 25, 2017 (Temporary)

REPLACES: Kimberly Steichen

Suwannee High School:

Cynthia Brown, Custodian, effective October 2, 2017

REPLACES: Brenda Johnson

Transportation:

Frederick Deaver, Bus Driver, effective September 27, 2017

REPLACES: Luz Cartagena

Ashley Wildman, Bus Driver, effective September 27, 2017

REPLACES: Bryan Cioni

August Schomburg, Bus Driver, effective September 27, 2017

REPLACES: Sharno Blanco

Pamela Hough, Bus Driver, effective September 27, 2017

REPLACES: Steven Hayes

TRANSFERS/REASSIGNMENTS:

<u>NAME</u>	<u>FROM: SITE/POSITION</u>	<u>TO: SITE/POSITION</u>	<u>EFFECTIVE</u>	<u>REPLACES</u>
Erica Jordan	BES/Custodian	BHS/Custodian	10/16/2017	Cathy Carter
Marsha Brown	Finance/Employee Benefits Specialist	Finance/Accounts Payable Specialist	9/22/2017	Karen Minton

TERMINATION: NON-INSTRUCTIONAL/SCHOOL RELATED:**Transportation:**

Lawrence Becerra, Bus Driver, effective September 21, 2017

LEAVE OF ABSENCE (ILLNESS IN THE LINE OF DUTY):**RIVEROAK Technical College:**

Mona Kelley, Teacher, August 11, 18, for a total of 2.00 hours

Transportation:

Debra Hill, Bus Attendant, August 22, 23, 24, 25, 28, 29, 30, 31, September 1, for a total of 36.00 hours.

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

Kary Black, tentatively September 18, 2017, through November 5, 2017, without pay, with the option of returning sooner if released by the doctor.

Carmen Reyes, Teacher, tentatively October 6, 2017, through October 11, 2017, without pay, with the option of returning sooner.

Suwannee Middle School:

Miriam Venero, tentatively September 9, 2017, through November 14, 2017, without pay, with the option of returning sooner if released by the doctor.

Branford Elementary:

Pamela Norton, tentatively October 3, 2017, through November 7, 2017, without pay, with the option of returning sooner if released by the doctor.

District Office:

Tylyn Stansel, tentatively September 5, 2017, through October 27, 2017, without pay, with the option of returning sooner if released by the doctor.

LEAVE OF ABSENCE (MEDICAL LEAVE):**Transportation:**

Dorie Bingemann, extension tentatively October 2, 2017 through October 31, 2017, without pay, with the option of returning sooner if released by the doctor.

Suwannee High School

Carmen Reyes, Teacher, tentatively October 12, 2017, through November 13, 2017, without pay, with the option of returning sooner.

LEAVE OF ABSENCE (PERSONAL LEAVE):

Branford Elementary School:

Sara Benson, extension tentatively October 2, 2017, through October 31, 2017, without pay, with the option of returning sooner.

Food Service:

Donna Rightmire, extension tentatively September 25, through September 29, 2017, without pay, with the option of returning sooner.

MISCELLANEOUS:

Career and Technical Education, Teacher Externship Program 2017:

The following to work up to 40 hours for the Teacher Externship Program at Suwannee High School and RIVEROAK Technical College:

Belinda Fries

Theresa Gill

Approval of Ronald Tucker, Paraprofessional at Suwannee Intermediate, to work up to 36 additional hours per 9 weeks for the 2017-18 school year paid from the Title I funds.

SUBSTITUTES:

The following as a Substitute Bus Driver:

Cleo Eady

The following as Substitute Bus Attendants:

Donneshia Chambers

Daniel Davis

Roshunn Purvis

STUDENT WORKERS:

Jessica Martin-Alonso, RIVEROAK Technical College/ St. Luke's Episcopal Church

VOLUNTEERS:

Candace Adams

Charles Adams

Debra Adams

Jessica Alcorn

Holli Allbritton

Leslie Allen

Penelope Allen

Tiffany Allen

Vanessa Allen

Jacklynn Altemose

Evelia Alvarez

Joshua Anderson

Pamela Anderson

Sarah Anderson

Deseree Ansley

Latoria Ansley

Kristy Arnold

Terry Arnold

Sandra Aycock

Samantha Bagley

Patresha Baker

James Ballentine

Kelly Ballentine

Erika Barga

Nicole Beard

Nicole Beckner

Josephine Bednarczyk

Gale Bell

Geralunda Bell

Lori Bell

Leonel Benitz

Victoria Biladeau

Brittany Blanton

William Blanton

Brittany Blevins

Rashunda Bowden

Brandi Bowers

Christina Bowers

Susan Bozeman

Brandy Brakenwagen

Shelly Brannon

Billy Brannon

Emily Brantley
Jason Brantley
Elizabeth Brinson
Myra Brock
Brittany Brown
Stephine Brown
Susan Brown
Elizabeth Bruening
Leah Buchanan
Betsy Byrd
Alex Cameron
Jennifer Cameron
Ashley Campbell
Violet Campbell
Alexis Cannon
Hillary Cannon
Adrienne Cardin
Jordan Carroll
Peggy Carroll
Yoleydis Cartaya
Kierra Carter
Matthew Cashmore
Sabrina Casper
Lindsey Casteel
Kelly Caudill
Sharon Chamberlain
Donnesha Chambers
Danielle Christie
Jared Clark
Vicki Clark
Amy Cline
Janell Cline
Madilyn Cloud
Heather Clower
Todd Clower
Aqua Cofield
Amanda Colon
Christian Conine
Charles Conley
Dawn Conley
Holly Conway
Nichol Cook
Joan Corbett
Heather Corbin
Michael Corbin
Noria Corbin
Tammy Corbin
Alfonso Cordero
Thomas Cowart
Felicia Crawford
Heather Croft
Tina Crosby
Michaela Cupp

Sierra Daniel
Jenna Daniels
Kierston Daniels
Jacqueline Darrow
Crystal Davenport
Andrea Davis
Annah Davis
Sara Davis
Alicia Delegal
Michelle Dempsey
Julia Denmark
Elizabeth Dexter
Zayra Diaz
Alvin Dicks
Janice Dicks
Francis Doneburgh
Genesis Dorado
Kelly Driggers
Whitney Dubose
Brittany Durham
Elizabeth Durrance
William Eady
Amelia Eastman
Erika Edwards
Donna Elliott-Smith
Armelia Ellis
Cheryl Ervine
Veronica Esparza
Keishla Esquilin
Casey Estep
Cecil Ethridge
Heather Evans
Kathy Ezell
Jessica Fann
Christopher Ferguson
Samantha Ferguson
April Fernandez
Crystal Fernandez
Angelica Ferrell
Shelly Fletcher
Celisha Ford
Melissa Ford
Maria Franco
Brittney Gabey
Yuriana Garcia
Lorena Gardner
Heather Garrett
Colleen Gartner
Lourdes George
Kenneth Golding
Sharon Golding
Lurney Gonzalez
Patty Gray

Jenna Grider
Elizabeth Grimm
Katherine Grubbs
Ginger Harden
Brooke Harrelson
Dylan Harrelson
Diana Harris
Ariel Harrison
Jennifer Hayes
Tina Hayes
Jeanie Hegenauer
Effie Hemphill
Guadalupe Hernandez
Jessica Hernandez
Jillian Herron
Wendy Hewett
Caroline Hill
Heather Hodge
Christina Hogland
Carla Hollinger
Rosanna Holtzclaw
Darla Howard
Jody Howell
Stephanie Hunt
Cheryl Jaffe
Amanda Johnson
James Johnson
Dawn Jones
Erica Jordan-Daies
Charity Keen
Jessica Kelly
Cheri Kennedy
Marguerite Kines
Nicole Kinsey
Hannah Knighton
Vera Knighton
Debra Kolwyck
Donna Koon
Laura Koon
Jennifer Kreis
Angela Lachance
Trannie Lacquey
Joesph Land
Idell Lane
Patricia Lawhorn
Stormy Lee
Stormy Lee
Tamrin Lee
Sarah Leffew-Flores
Jessica Leighton
Marilyn Loges
Dailenis Lopez
Jose Lopez

Monica Lorenz
Jennifer Lowmark
Jennifer Loy
Lorie Lucas
Bethany Lusk
Amanda Maddox
Mary Mais
Jackie Malaguti
Nancy Mann
Charlotte Martin
Maria Martinez
Kevin McCall

Dalton McNair
Tammy McWherter
Jennifer Music
Brittany Napoleon-Rico
Barbara Newhard
Kelly Onuska
Ashley Pate
Yenisleidys Perez
John Pucky
Catherine Rogers
Anna Schubarth
Kirsten Shaw

Darlynn Sorrells
Brett Suggs
Donna Suggs
Jerry Taylor
Cynthia Toledo
Derrick Varga
Abbie Watkins
Laura Welch
Thomas Westberry
Amber Wilson

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

Personnel Changes List Addendum

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>
Sergio Rodriguez	Planning Period	BHS
Daniel Taylor	Planning Period	BHS
Abbey Warren	Planning Period	BHS

End of Personnel Changes List Addendum – 2017-2018

School Board Attorney – Leonard Dietzen:

9. Legal Counsel's Report – Mr. Marsey stated there were no legal matters to report.

Superintendent of Schools – Ted Roush:

10. Superintendent's Report

- Expressed thanks and appreciation to the following:
 - Mr. Huddleston, Ms. Bius, and Branford High School for their hospitality in hosting tonight's Board meeting.
 - Mrs. Lisa Dorris and the Food Service Department for hosting the refreshments prior to the meeting tonight.
- Reminded everyone of the workshop tomorrow regarding the RFQ for insurance brokerage service presentations.
- Executive session will be held after tonight's meeting.

- Shared information regarding debrief on Hurricane Irma emergency shelter operations throughout the District; Board members asked Mr. Roush to provide them with a copy of his spreadsheet, as well as holding further discussion on the topic at a future workshop.
- With Governor Scott's designation of October as Florida School Principals Month, Mr. Roush announced that the District's Principal of the Year is Malcolm Hines, Principal of Suwannee High School; and the District's Assistant Principal of the Year is Tammy Boggus, Assistant Principal/Curriculum Coordinator of Suwannee High School.
- Expressed thanks and appreciation to Mrs. DePratter for her continued negotiations with FSBIT regarding a proposed resolution of the District's insurance claim on the old District Office building.

School Board Members:

11. Issues and concerns Board members may wish to discuss

- Board Members expressed their thanks and appreciation to Branford High School for hosting tonight's Board meeting.
- Mr. White expressed his thanks to the Board for allowing to hold two Board meetings in Branford now. He asked for direction from the Board regarding him to meet with FDOT and other individuals to discuss a possible solution to the traffic issue at Branford Elementary School. He stated a tentative meeting was scheduled for later in the week and asked Mr. Roush to participate in the meeting. Mr. Roush responded that Mrs. Barrs and Mr. Carver would need to participate and wanted to make sure that all individuals involved are at the meeting, as well. Mr. Roush will follow up and coordinate with Mr. White. Consensus of the Board was to proceed with the meeting once all individuals are able to meet.
- Mr. Alcorn stated that he received Gordon Tractor Company's appraisal, and they are ready to proceed with the property purchase. They would like to have the purchase completed by the first of the year. Mr. Taylor asked that this issue be placed on the next workshop agenda for further discussion. Mr. Alcorn expressed concern with trees being removed on school property, specifically in front of Suwannee Primary School.
- Mr. daSilva reminded Board members of their participation in the Branford High School Homecoming Parade to be held on Friday.

- Mr. Taylor stated he was amazed at the talent of our students who had art pieces on display at the meeting. He reminded everyone of RIVEROAK Technical College's upcoming quality assurance site visit. Expressed concern with the traffic light at the intersection of Walker and Pinewood Way still not fixed.

The meeting adjourned at 7:18 p.m.

MINUTES

Representatives from Gallagher Benefit Services, Inc. provided their presentation to the Board.

The workshop adjourned at 11:52 a.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
October 25, 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.

Chairman Taylor called the meeting to order at 12:50 p.m.

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

Chief Financial Officer – Vickie DePratter:

1. MOTION by Mr. Alcorn, second by Mr. White, for approval to award the following Request for Qualifications (RFQ):

#18-203	Health Insurance Brokerage and Consulting Services to Gallagher Benefit Services, Inc. (<i>New</i>)
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MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 12:57 p.m.

CITIZEN INPUT

Procedures for Addressing the Suwannee County School Board

We're glad you took this opportunity to attend a meeting of the Suwannee County School Board. We welcome your input. Citizen involvement is crucial to the success of our public school system. All of us must work together for the benefit of our children.

If you wish to address the board, there is an opportunity to do so before the regular business meeting begins. It is listed on the agenda under "Citizen Input." **Speakers are asked to complete the Citizen Input Form prior to addressing the board.** Each speaker may be asked to voluntarily state his or her name and address for the record. We ask that speakers keep their comments to approximately two (2) minutes. The "Citizen Input" forum provides citizens the opportunity to share information with the board. In keeping with Florida's Sunshine Law, the board can take official action **only** on those items legally noticed and listed for board action on the meeting agenda.

The board meeting is not the appropriate forum for presenting complaints or charges against individual employees of the school system. Any charges of a serious nature against any individual should be submitted in affidavit form to the Superintendent.

The School Board encourages you to work directly with teachers and/or educational leaders whenever possible. If you still have concerns following a conference with appropriate personnel, you may contact the Superintendent's Office at (386) 647-4600, and you will be directed to the district staff member best able to address your concerns or given the opportunity to discuss your concerns with the Superintendent.

(FORM TO BE COMPLETED ON BACK)

SCSB # 7200-089

Adopted 12/19/06

Revised 11/22/11, 11/19/2013, ??/??/???

SUWANNEE COUNTY SCHOOL BOARD

CITIZEN INPUT FORM

School Board Meetings

The public is invited and encouraged to attend School Board meetings. Meetings are held at 6:00 p.m. on the fourth Tuesday of each month, unless otherwise approved and properly posted. Meetings are normally held in the School Board Room of the District Office, 1729 Walker Avenue, SW, Suite 300, Live Oak, Florida. Special meetings are scheduled as needed.

If you wish to speak to the Board

If you wish to speak about a subject that is on the agenda or about a topic of concern to you that is not on the agenda, complete the form below, list the subject, and submit this form to the secretary to the Superintendent/School Board prior to the beginning of the meeting. You will be called on by the Chairperson at the appropriate time. **Presentations are limited to two (2) minutes.**

DATE _____

I WISH TO ADDRESS THE SCHOOL BOARD REGARDING:

_____ Agenda Item # _____ concerning: _____

_____ A topic of concern that is not on the School Board Agenda: _____

REPRESENTING: _____

NAME: _____

ADDRESS: _____

PHONE: _____ (Home) _____ (Work) _____ (Cell)

SCSB # 7200-089 Rec'd: (Date) _____ (Time) _____ (Order) _____
Adopted 12/19/06 Action/History: _____
Revised 11/22/11,11/19/2013, ??/??/????

**SUWANNEE COUNTY SCHOOL DISTRICT
CALENDAR FOR SCHOOL YEAR
2018-2019 (DRAFT)**

July 2018					
July - Summer Work Schedule (4-10hr days) July 4 - Holiday July 30 - Return to 5 day weeks	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			

January 2019					
Jan 1-4 Christmas Break Jan 7 - Students Return Jan 21 - MLK Holiday Jan 28 - PD Day		1	2	3	4
	7	8	9	10	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

August 2018					
Aug 3-9 PrePlanning Aug 10 First Day Students Aug 27 PD Day			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31

February 2019					
Feb 15 PD Day Feb 18 Presidents Day					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	

September 2018					
Sept 3 Labor Day Holiday Sept 24 PD Day	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

March 2019					
Mar 13 End of Quarter 3 (45 days) Mar 15 Teacher Work Day Mar 18 PD Day					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29

October 2018					
Oct 11 End of Quarter 1 (42 days) Oct 12 Teacher Work Day Oct 29 PD Day	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		


April 2019					
April 15-19 Spring Break April 22 - PD Day	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30			


November 2018					
Nov 12 Veterans Day Holiday Nov 19-23 Thanksgiving Holiday				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	30


May 2019					
May 27 Memorial Day Holiday May 27 Begin Summer Work Schedule (4-10hr days) May 28-29 Early Release May 29 End of Quarter 4 (45 days) May 29 Students Last Day May 30 Post Planning			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	31

December 2018					
Dec 20 Early Release Dec 20 End of Quarter 2 (42 days) Dec 21 Teacher Work Day Dec 24-31 Christmas Break	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				

June 2019					
Summer Work Schedule (4 - 10 hr days)	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

 PD Day - Holiday for students.

 Teacher Work Day - Holiday for students, bus drivers, food service workers, and paraprofessionals (as assigned).

 Holidays for 10/11 month teachers, students, bus drivers, food service workers, and paraprofessionals.

 Holidays for ALL employees and students.

*Early Release days may be subject to change with prior notice

SCSB Approved ??/??/????

SUWANNEE COUNTY SCHOOL DISTRICT
CALENDAR FOR SCHOOL YEAR
2017-2018 (DRAFT)

Pre-Planning: August 3 - 9, 2018

Post-Planning: May 30, 2019

NINE WEEK PERIODS AND REPORTING DATES

First nine weeks/term:

Progress reports will be distributed	Friday, September 14, 2018
End of first nine weeks/mid 1 st term	Thursday, October 11, 2018
Grade reports go out	Friday, October 19, 2018

Second nine weeks/term:

Progress reports will be distributed	Friday, November 16, 2018
End of second nine weeks/end of 1 st term	Thursday, December 20, 2018
Grade reports go out	Friday, January 11, 2019

Third nine weeks/term:

Progress reports will be distributed	Friday, February 8, 2019
End of third nine weeks/mid 2 nd term	Thursday, March 14, 2019
Grade reports go out	Friday, March 22, 2019

Fourth nine weeks/term:

Progress reports will be distributed	Friday, April 26, 2019
End of fourth nine weeks/end of 2 nd term	Wednesday, May 29, 2019

The school office is responsible for the distribution of report cards at the end of the year.

TEACHERS' WORKDAYS

October 12, 2018	December 21, 2018	March 15, 2019
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PROFESSIONAL DEVELOPMENT (PD) DAYS (7.25 DAYS - EXCEPT **COUNTY PD DAY)

August 27, 2018	October 29, 2018	March 18, 2019
September 24, 2018	January 28, 2019	April 22, 2019
	February 15, 2019**	

HOLIDAYS 12-Months

July 4, 2018	December 24-31, 2018	February 18, 2019
September 3, 2018	January 1-2, 2019	April 17-19, 2019
November 12, 2018	January 21, 2019	May 27, 2019
November 19-23, 2018		

HOLIDAYS Students

August 27, 2018	November 12, 2018	January 28, 2019
September 3, 2018	November 19-23, 2018	February 15-18, 2019
September 24, 2018	December 21-31, 2018	March 15-18, 2019
October 12, 2018	January 1-4, 2019	April 15-22, 2019
October 29, 2018	January 21, 2019	May 27, 2019

TEACHER PAID HOLIDAYS (6)

Labor Day	Christmas Day
Veterans Day	Martin Luther King Jr. Day
Thanksgiving Day	Presidents' Day

- Paraprofessionals will work all student days, 6 professional development days, plus 5 of the following determined by the school principal: Pre Planning, Post Planning, Teacher Work Days
- Food Service and Bus Drivers work 6 professional development days as determined by supervisor.
- 10 months personnel work 196 days.
- 11 months personnel work 216 days.

SCSB approved ??/??/????

**Suwannee County School Board
NON EXCLUSIVE STUDENT AFFILIATION AGREEMENT ("AGREEMENT")
FACE SHEET**

Date of Agreement: 8/1/2017
Facility Legal Name: Shands Live Oak Regional Medical Center
d/b/a: Shands Live Oak Regional Medical Center
Facility Address: 1100 SW 11th Street
City, State, ZIP: Live Oak, Florida, 32064

School's Legal Name: Suwannee County School Board 1457
School Address: 415 SW Pinewood Drive
City, State ZIP: Live Oak, FL 32064

Applicable Licenses, Certifications, etc: N/A

Term of Agreement: 36 months
Expiration Date: 7/31/2020
Effective Date: 8/1/2017
Type of Student (i.e. Clinical, Administrative, etc.): Patient Care Technician, Licensed Practical Nurse, Surgical Technician, Phlebotomy, Certified Dietary Manager

Number of Students per rotation: 1-20

Term of Training (cite beginning date and ending date including dates of the School's semester):
Begin Date: 08/01/2017 Ending Date: 07/31/2020 School Term Dates: Fall, Spring, and Summer

Clinical rotation(s) site is: 1100 SW 11th Street, Live Oak, Florida 32064

Designated Contract Person for Facility: Katie Mansfield; katie.mansfield@shandsliveoak.com

Designated Contract Person for School: Mary Keen; mary.keen@suwannee.k12.fl.us

Responsibility for Certain Checks and Testing:

The School recognizes that the Facility is a fully functional medical facility, and not an educational institution. This Agreement is by way of a courtesy. The Facility's standards for safety and timely and effective care are not reduced by this Agreement.

Background Check

1. School chooses to conduct and to pay for Students' Background Checks. ✓

Substance Abuse Testing

1. School chooses to conduct and to pay for Students' Substance Abuse Testing. ✓

The results of the (1) Background Check and (2) Substance Test must already be on file at the Facility before any Student is referred to the Facility.

The attached Standard Terms and Conditions are part of this Agreement. The following Addenda are also part of this Agreement.

Addendum	Title
1	Patient Care Duties to be Provided by Students
2	Patient Care Duties Students Cannot Provide
3	Other Legally Required Testing
4	Student Substance Policy Consent
5	Student Background Consent Form
6	Disclosure and Authorization

Suwannee County School Board

Shands Live Oak Regional Medical Center

By: _____

Title: Superintendent of Schools

Date: _____

d/b/a:

By: _____

Title: Rhonda Sherrod, Market CEO

Date: _____

Chairperson, Suwannee County School Board

"Approved as to Form and Sufficiency

BY _____

Leonard J. Dietzen, III

Rumberger, Kirk & Caldwell, P.A.

Suwannee School Board Attorney"

NON EXCLUSIVE STUDENT AFFILIATION AGREEMENT**STANDARD TERMS AND CONDITIONS****1. JOINT RESPONSIBILITIES OF SCHOOL AND FACILITY**

- A. Provide clinical training to Students, including but not limited to the Patient Care Services. See Addendum 1.
- B. Provide contact persons to the other party to oversee Students' clinical experiences.
- C. Review Students' background checks and Substance testing results. Facility shall be solely responsible for determining if Students may participate or remain in the program.

2. SCHOOL'S RESPONSIBILITIES

- A. Coordinate with Facility to assign Students and plan the clinical training program. Only Students who meet the School's criteria for eligibility, which must be Facility-approved, shall be referred to the Facility.
- B. Educate Students about clinical safety, including OSHA blood borne pathogens standards, and tuberculosis transmission prevention prior to their clinical rotation.
- C. Notify Facility if any Students fail to meet education and/or training requirements.
- D. Obtain written documentation from Students and staff *prior to* referring them to Facility:
 - (1) A negative TB skin test within the past year or, in the event of a positive TB skin test, a chest x-ray within the past three (3) years; OR provide evidence of no TB disease per negative result of interferon-gamma release assay blood test (T-Spot or Quantiferon Gold) within twelve (12) months of student activity at facility;
 - (2) A completed series of Hepatitis-B vaccine, having begun the series, or informed refusal of the vaccine;
 - (3) Any other appropriate immunizations requested by Facility; and
 - (4) Documentation for legally-required testing requirements noted. See Addendum 3.
- E. Ensure that Students are aware of the Substance Policy. See Addendum 4.
- F. Provide the Facility with a copy of each Student's completed (1) Substance Policy Consent Form (See Addendum 4) and (2) Background Consent Form (See Addendum 5). The School may instruct the Student to provide the forms to the Facility; however the completed forms and results must be on file at the Facility before any Student is referred to the Facility.
- G. Ensure that the following background checks have been completed *before* referring Students to Facility (See Face Sheet to determine who will be responsible for the cost and actual performance of the background checks):
 - (1) Office of Inspector General ("OIG") List of Excluded Individuals/Entities

School shall not refer Students who have been suspended or disbarred from any applicable federal payer program. Appropriate screening tools include the Excluded Party Search System, or approved software programs, and certain internet sites.

(2) License or Certification

School shall not refer Students whose medical licenses or certifications have ever been suspended, revoked, terminated, or otherwise modified as to rights and privileges. If such sanctions resulted from controlled substance use, and the Students have successfully completed a rehabilitation program, School may refer them so long as they undergo periodic substance abuse testing as determined by the Facility.

(3) Criminal Records Check

Students' criminal records shall be checked at the federal, state, and local levels *before* referring Students to Facility and thereafter as often as is required by law. The Facility CEO will have the authority to make the final decision regarding the referral of any Student with a criminal record. Students must execute a Student Background Consent Form (See Addendum 5).

(4) Other Background Checks Required By Law (See Addendum 3).

- H. No Facility materials related to this Agreement shall be circulated or published without the Facility's prior written consent.

3. FACILITY'S RESPONSIBILITIES

- A. Provide clinical experiences to Students, as mutually agreed upon by the parties.
- B. Orient Students and School clinical instructors who visit Facility on matters such as Facility's policies and procedures, personal protective equipment availability and use, and fire and emergency response plans.
- C. Provide first aid for clinical accidents and illnesses, such as blood and body fluid exposures. Facility shall bill such first aid work to Students' insurance carrier. Facility shall not be financially or otherwise liable for any Student's care beyond providing initial first aid, regardless of whether additional services are covered by such Student's insurance.
- D. Provide reasonable storage space for Student's apparel and personal effects, and classroom or conference room space at Facility for program use.

4. TERM AND TERMINATION

- A. This Agreement shall be effective upon execution by parties and may be renewed upon the parties' mutual agreement.
- B. In any event, either party may terminate this Agreement without cause by giving thirty (30) days' written notice to the other party. However, in such a case, this Agreement shall continue until the Students complete current clinical rotations (if practicable).
- C. Either party may immediately terminate this Agreement if the other party is insolvent or bankrupt.

5. INSURANCE

- A. Documentation shall be provided that:

- 1) Students have health insurance during their clinical rotation;
 - 2) Clinical instructors and other School staff present on Facility grounds have worker's compensation insurance (or, if School is government entity, School shall maintain the government version of such insurance); and
 - 3) Students have professional liability coverage of at least \$1 million per occurrence / \$3 million aggregate of the "occurrence" type of coverage.
- B. If Students' professional liability coverage is the "claims made" type, such coverage shall outlive this Agreement for at least twenty-four (24) months (which may require tail or prior acts coverage). The "retro" date for coverage shall be this Agreement's effective date.
- C. Facility shall be notified in writing within fifteen (15) days of any material alteration, cancellation or nonrenewal of any insurance coverage. Inadequate insurance or proof of insurance shall be grounds for immediate termination of this Agreement. The Facility shall be reasonable in deciding if an insurance carrier is reputable/acceptable to it.

6. CLAIMS AND NOTIFICATION

- A. Each party shall pay its portion of all claims, liability, costs, expenses, demands, settlements, or judgments resulting from negligence, actions or omissions of itself or its own representatives, directors, and employees relating to or arising under this Agreement.

Note: Section 6.B below does not apply to government entities that claim full or partial governmental immunity. See Section 6.C below.

- B. To the maximum extent allowed by law, unless otherwise provided by this Agreement, each party agrees to indemnify, hold harmless, and defend the other party from and against any and all claims, demands, actions, settlements, costs, damages or judgments, including reasonable attorney's fees and litigation expenses, based upon or arising out of the activities per this Agreement, where such claims, demands, actions, settlements, costs, damages, or judgments relate to its own negligence, actions or omissions or that of its agents, representatives, Students, as applicable, or employees. This Section survives the termination of this Agreement.
- C. Sovereign Immunity: Nothing contained in this Agreement shall be interpreted or construed to mean that the Client waives its common law sovereign immunity or the limits of liability set forth in Florida statutes.
- D. Parties will notify each other as soon as possible, in writing, of any incident, occurrence, or claim arising out of or in connection with this Agreement which could result in a liability or claim of liability to the other party. Facility shall have the right to investigate any incident or occurrence and School shall cooperate fully.

7. CONFIDENTIALITY (all applicable laws and regulations, including HIPAA)

- A. School, its employees, and representatives agree to keep confidential from third parties all information which relates to or identifies a particular patient, including, but not limited to name, address, medical treatment or condition, financial status, or any other personal information which is deemed confidential according to applicable laws, ("Confidential Information"). School also agrees to inform its Students about their obligations under applicable laws as to Confidential information.

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- B. Patient records are Facility property. Retention and release shall comply with all applicable laws. Access to and use of patient information is restricted to only that necessary for this Agreement.
- C. The Facility shall supply information and applicable forms to Students to meet legal confidentiality provisions.

8. NOTICES. Notices or other communications per this Agreement shall be given to the other party as follows:

If to Facility: As stated on Face Sheet

With a copy to: CHSPSC Legal Department
4000 Meridian Blvd.
Franklin, TN 37067
Attn: General Counsel

If to School: As stated on Face Sheet

- 9. ASSIGNMENT OF CONTRACT AND BINDING EFFECT** Neither party shall assign, subcontract, or transfer ("Assignment") any of its rights or obligations under this Agreement to a third party without prior written consent of the other party. If there is a valid Assignment, this Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- 10. DISCRIMINATION** Each party shall comply with all applicable laws relating to discrimination, harassment and retaliation which may include those such as Title IX of the Education Amendments of 1972, the Rehabilitation Act of 1973, and the Americans with Disabilities Act, all as amended. This compliance may also include non-discrimination based classifications such as race, color, religion, sex, national origin, age, disability and other legally protected classifications.
- 11. INDEPENDENT CONTRACTOR STATUS** Each party is an independent party and not an agent or representative of the other party, and therefore has no liability for the acts or omissions of the other party. In addition, neither party, nor any of its employees, agents, or subcontractors, shall be deemed to be employees or agents of the other party. Therefore, neither party nor any of its employees, agents or subcontractors, shall be entitled to compensation, worker's compensation, or employee benefits of the other party by virtue of this Agreement.
- 12. COUNTERPARTS** This Agreement may be executed in one or more counterparts and may be electronically transmitted, and be as effective as an inked original.
- 13. CONSIDERATION** Consideration for this Agreement is the mutual promises contained herein. No compensation shall exchange hands between the parties.
- 14. GOVERNING LAW AND VENUE** This Agreement shall be governed by and interpreted under the laws of the state of Facility's is principal location.
- 15. ENTIRE AGREEMENT & SEVERABILITY** This is the parties' entire agreement on this subject matter and it supersedes any prior agreements/arrangements. This Agreement cannot be amended, modified, supplemented, rescinded or waived except in a writing signed by each party. This Agreement is severable. If a part(s) is (are) void or unenforceable, the remainder of this Agreement shall remain in effect.

STUDENT AFFILIATION AGREEMENT - ADDENDUM 1Patient Care Duties To Be Provided By Students**TYPE OF PROGRAM:**

Vocational / Technical X
 Junior College
 Four Year College
 Graduate School

ACADEMIC LEVEL:

Freshman
 Sophomore X
 Junior
 Senior

EXPERIENCE LEVEL:

Beginner/Basic X
 Some Experience
 Advanced

Skilled PRACTICAL NURSING STUDENTS can perform:

Patient Hygiene
 Medication Administration
 Peripheral IV Therapy – initiating, discontinuing piggyback medication and continuous infusions
 Accessing/managing central venous catheters
 Nasogastric tube: Insertion, medication administration and discontinuation
 Tube placement verification and residual check
 Foley catheter insertion, care and removal
 Dressing Change
 Assisting with Pressure Ulcer treatment
 Documentation
 Assisting with vaginal/Caesarian delivery
 Assisting with bedside procedures; central line insertion, chest tube insertion, spinal tap
 Blood sampling
 Ostomy care
 Monitoring of a patient with patient-controlled analgesia
 Providing patient education material and information
 Patient Evaluations
 Collection of vital signs and health history upon admission

In addition to other duties required by the school, students are required to participate in an hourly rounding lab before being allowed to care for patients in a CHS facility. This check-off validation will be conducted by the nurse instructor and include use of the 4 P's, log sheet compliance and bedside shift report. Validation tools will be provided to the instructor for use and when complete given to the CNO or Nurse Educator before clinicals in the facility.

Skills PATIENT CARE TECHNICIAN STUDENTS can perform:

Patient Hygiene
 Documentation
 Blood sampling
 Ostomy Care
 Collection of vital signs

EKGs
Feeding Patients
Assisting with activities of daily living
Collection of Intake and Output
Placement of Telemetry

Skills SURGICAL TECHNICIAN STUDENTS can perform:
PATIENT CARE DUTIES TO BE PROVIDED BY SURGICAL TECH STUDENTS UNDER THE DIRECT SUPERVISION OF A PRECEPTOR

Level 1 Students (Novice):

Observation only

Level 2 Students (Apprentice/Novice)

Scrub into OR cases to perform all scrub roles with assistance

Level 3 Students (Apprentice/Adept)

Scrub independently (on previously-scrubbed cases), with facility's scrub nurse also scrubbed in, or in the room.

Skills PHLEBOTOMY STUDENTS can perform (without instructor present):

Perform venipunctures, heel sticks, and finger sticks to obtain blood samples for testing purposes

Properly identify patients and follow procedures for collection of specimens

Ensure all information from blood collection of specimens is entered into system including time drawn, time received, and proper phlebotomy code.

Collect chain of custody urine drug screens for pre-employment, post-accident, and just cause cases using proper collection procedures as set forth by NIDA

Picks up samples from nursing units as required

Skills CERTIFIED DIETARY MANAGER STUDENTS can perform:

To be determined by facility dietary director and course director

STUDENT AFFILIATION AGREEMENT - ADDENDUM 2The Following Patient Care Duties Cannot Be Provided By Students**Skills PRACTICAL NURSING STUDENTS cannot perform:**

- Initiation of blood or blood products
- Initiation of chemotherapy agents
- Initiation of plasma expanders
- Mixing IV solution
- IV pushes, except heparin flushes and saline flushes
- Assessment of a patient on charge of condition
- Assessment of a patient upon admission

Skills PATIENT CARE TECHNICIAN STUDENTS cannot perform:

- Initiation of blood or blood products
- Initiation of chemotherapy agents
- Initiation of plasma expanders
- Mixing IV solution
- IV pushes, except heparin flushes and saline flushes
- Assessment of a patient on charge of condition
- Assessment of a patient upon admission

Skills SURGICAL TECHNICIAN STUDENTS cannot perform:

- Administer or double check on medication or blood products
- Begin or discontinue IV fluids, blood products, chemotherapy, or experimental drugs, or therapies
- Accept order from physicians or other health care professional in person or by telephone
- Call a physician or physician's office to obtain an order
- Alter tissue by cutting, clamping, suturing, or applying electrocautery directly to tissue
- Function independently; must always function with personal supervision of CSTs, STs, and/or RNs

Skills PHLEBOTOMY STUDENTS cannot perform:

- Any and all skills not outlined in Addendum 1

Skills CERTIFIED DIETARY MANAGER STUDENTS cannot perform:

- To be determined by facility dietary director and course director.

STUDENT AFFILIATION AGREEMENT - ADDENDUM 3

Other Legally Required Testing

None.

STUDENT AFFILIATION AGREEMENT – ADDENDUM 4

STUDENT CONSENT FORM
SUBSTANCE POLICY

Name of School: Suwannee County School Board 1457

Name of Facility: Shands Live Oak Regional Medical Center

Facility policy prohibits Students (as well as applicants, employees and contractors) from using "Substances" including, but not limited to, illegal drugs and legal prescription drugs without a current, legal and valid prescription. Alcohol may not be used in a manner that will cause Student to be impaired while at the Facility. Students shall be tested for Substances as directed by the School or the Facility.

The Substance Policy

The Students are seeking Facility experience that is not granted to the general public.

It is Facility policy to maintain a drug and alcohol free environment.

By choosing to access the Facility through the program, the Student *must* agree to follow the Facility's substance abuse policy, including Substance testing.

Any Student who chooses not to agree to this policy has chosen not to be in the program.

No Student shall be in the program who:

- Has chosen not to comply with the Facility's or School's directives;
- Is unfit for duty; and/or
- Has not passed or failed substance test(s) in the 12 months preceding Student's placement at the Facility

The School shall:

- Provide the Facility with a copy of each Student's completed Consent Form or request Student to provide the completed Consent Form to the Facility;
- Conduct testing of Students through a licensed laboratory, if School is responsible for Substance testing; and
- Provide to the Facility copies of each Student's test result, for every test, if School is responsible for Substance testing.

Substance Testing may also be required by the Facility:

- When a Student is injured at the Facility;
- When a drug is not accounted for per Facility policy;
- For oversight of a Student who has previously completed a Substance rehabilitation program;
- For a Student who has been absent from the School or program for more than 30 days (except for regularly calendared school breaks); and
- When a Student appears to be unfit for duty.

Student Consent, Disclosure and Release
--

I choose to:

- Agree with and follow the Substance Policy.
- Provide any specimen(s) and to authorize the School and Facility and any associated persons and/or entities to conduct tests for alcohol and drugs and to allow them to access and utilize specimen and test information.
- Release the School and the Facility and any associated persons and/or entities from any and all claims, causes of action, damages, or liabilities whatsoever arising out of or related to the Substance Policy and related processes.

Student Choice to Consent or Not Consent

I have read the above and I choose to (check one)

☐ **Consent**

or

☐ **Not consent (not to remain or otherwise be in the program)**

Student and Witness Signatures

Student:

Witness:

Signature

Signature

Printed Name

Printed Name

Date

Date

Additional Consent for Students under the Age of 18
--

As the parent and/or guardian of the Student named above, I hereby consent to and authorize the School and Facility and affiliated persons and/or entities to proceed as outlined above.

Parent and/or Guardian's Signature

Date

Student's Printed Name

Date

STUDENT AFFILIATION AGREEMENT – ADDENDUM 5**STUDENT BACKGROUND CONSENT FORM**

Name of School: Suwannee County School Board 1457

Name of Facility: Shands Live Oak Regional Medical Center

Facility policy requires Students (as well as applicants, employees and contractors) to pass background checks *before* being allowed to access the Facility.

The Background Check Policy

The Students are seeking Facility experience that is not granted to the general public.

By choosing to access the Facility through the program, the Student *must* agree to have a background check as described in the Student Affiliation Agreement and herein, as directed by the School or the Facility.

Any Student who chooses not to agree to this policy has chosen not to be in the program.

No Student shall be in the program who:

- Has not completed all documentation, forms and consents required by the Facility;
- Has chosen not to comply with the Facility's or School's directives;
- Fails to meet dress code standards and ensures that their attire clearly identifies them as a Student, rather than an employee, agent, or medical staff of Facility;
- Is unfit for duty; and/or
- Has not passed a background test within the twelve (12) months preceding Student's provision of Patient Care Services.

Safety is not optional. School or Facility shall complete each of the following background checks *before* Students may provide Patient Care Services at Facility:

- Office of Inspector General ("OIG") List of Excluded Individuals/Entities

Facility shall not accept Students who have been suspended or disbarred from any applicable federal payer program. Appropriate screening tools include the Excluded Party Search System, another approved software program, and certain internet sites.

- License or Certification

Facility shall not accept Students whose licenses or certifications have ever been suspended, revoked, terminated, or otherwise modified as to rights and privileges. However, if such sanctions resulted from use of a controlled substance and the Students have successfully completed a rehabilitation program, Facility may accept them so long as they undergo periodic substance abuse testing as determined by the Facility.

- Criminal Records Check

School or Facility shall conduct criminal records checks on Students at the federal, state, and local levels before Student may be allowed to train at the Facility and thereafter. The CEO of Facility will have the authority to make the final decision regarding the acceptance of any Student with a criminal record.

Student Choice to Consent or Not Consent

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The information I have disclosed to the School and Facility is true, correct and complete. I understand that any misrepresentation, falsification, omission or deception of material facts may cause my application to be rejected or any program participation terminated.

I authorize the procurement or release of a consumer report or investigative consumer report about me. I understand such report(s) may include information such as my character, general reputation, personal characteristics or mode of living, criminal, credit, and professional licensure certification.

I authorize any entities or individuals with which I have been associated to supply the School and Facility and their agents with this background information and I release any entities or individuals from all liability whatsoever related to the information or its furnishing. My authorization and release includes my waiver of any Family Educational Rights and Privacy Act (FERPA) provisions that apply to me.

I also authorize the School and Facility and their agents to contact any government and/or private entities and persons to verify the validity of any documentation.

I have read the above and I choose to (check one)

☐ **Consent**

or

☐ **Not consent (not to remain or be in the program)**

Student and Witness Signatures

Student:

Witness:

Signature

Signature

Printed Name

Printed Name

Date

Date

Additional Consent for Students under the Age of 18
--

As the parent and/or guardian of the Student named above, I hereby consent to and authorize the School and Facility and affiliated persons and/or entities to proceed as outlined above.

Parent and/or Guardian's Signature

Date

Student's Printed Name

Date

ADDENDUM 6

DISCLOSURE AND AUTHORIZATION

I authorize the Facility, the School and any persons and entities associated with them, to conduct background investigations which will include the obtaining of Investigative Consumer Reports and Consumer Reports. Such investigations may include seeing information about me such as my employment(s), personal history, education, character, general reputation, criminal, licensure/certification, credit and driving histories.

I also authorize, without reservation, the obtaining of information from other persons and entities (such as other employers, companies, schools, government entities and credit agencies) for information about me, and for those persons or entities to release that information, without reservation or liability.

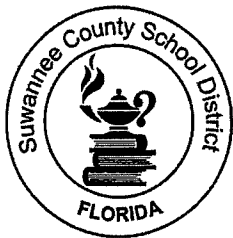
Print legal first, middle and last name

Social Security Number DOB

Driver's License # & State Issued

Health License/Certificate # & State Issued

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 *TRH*
FROM: *WBS* Walter Boatright, Director of Human Resources
DATE: October 30, 2017
RE: Personnel Changes List for November 14, 2017

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

November 14, 2017

TO: District School Board of Suwannee County

FROM: Ted L. Roush / TRB
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:

RESIGNATIONS: INSTRUCTIONAL:

RIVEROAK Technical College:

Heather Barton, LPN Instructor, effective November 13, 2017

RESIGNATION: NON-INSTRUCTIONAL:

Food Service:

Debbie Konecki, 3 hour Food Service Worker, effective October 13, 2017

RECOMMENDATIONS: ADMINISTRATIVE:

Branford High School

Terry Huddleston, Principal, Effective 12/1/2017

RECOMMENDATIONS: INSTRUCTIONAL:

RIVEROAK Technical College:

Kelly Grimes, LPN Instructor, part-time hourly, effective October 24, 2017

REPLACES: Joanne Kietur

Suwannee Elementary School:

Casandra Yulee, Teacher, temporary position, effective October 13, 2017

REPLACES: Veronica Daquila

Justin Bruce, Opportunity School Teacher, effective October 31, 2017

REPLACES: New Position

Suwannee Virtual School:

Roger Sumner, Teacher, part-time hourly, effective October 24, 2017

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>REPLACES</u>
Michael Braun	Planning Period	SHS	
Erin Clark	Planning Period	BHS	
Francis (BJ) Cohen	Boys Track Coach	SMS	
Francis (BJ) Cohen	Planning Period	SMS	
Alexander Franklin	Band Director	SHS	Robert Marski
Brooke Harrelson	Head JV Girls Basketball Coach	BHS	Mendy Sikes
David Rang	Assistant Boys Soccer	SHS	Chris Joyner
Kayla N. Williamson	Head Volleyball Coach	SMS	
Kayla N. Williamson	Girls Basketball Coach	SMS	Jayvis Ward

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:Transportation:

David Boyce, Bus Driver, effective October 11, 2017

REPLACES: Sharon Braun

Samantha Kaczmarek, Bus Driver, effective October 27, 2017

REPLACES: Charlen Bowdry

Jeffry Hunt, Bus Driver, effective November 2, 2017

REPLACES: Lawrence Beccera

Deseree Ansley, Bus Driver, effective November 2, 2017

REPLACES: Laronda Butler

TRANSFERS/REASSIGNMENTS:

<u>NAME</u>	<u>FROM: SITE/POSITION</u>	<u>TO: SITE/POSITION</u>	<u>EFFECTIVE</u>
Lynn Peaden	SHS/Paraprofessional	BHS/Paraprofessional	11/01/2017

LEAVE OF ABSENCE (FAMILY AND MEDICAL LEAVE):Branford Elementary:

Pamela Norton, extension tentatively October 3, 2017, through December 26, 2017, without pay, with the option of returning sooner if released by the doctor.

Transportation:

Paula Cherry, tentatively October 11, 2017 through December 8, 2017, without pay, with the option of returning sooner if released by the doctor.

LEAVE OF ABSENCE (MATERNITY LEAVE):Food Service:

Sharlie Bailey, tentatively October 4, 2017 through November 17, 2017, without pay, with the option of returning sooner if released by the doctor.

LEAVE OF ABSENCE (PERSONAL LEAVE):

Branford Elementary School:

Sara Benson, extension tentatively November 1, 2017, through November 30, 2017, without pay, with the option of returning sooner.

MISCELLANEOUS:

District Wide/21st Century:

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

Mindy Berry
Amanda Hurst

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

Amanda Martin

SUBSTITUTES:

The following as a Substitute Bus Driver:

Howard Kemp

The following as Substitute Bus Attendants:

May Collins Yvan Theoret

STUDENT WORKER:

Maricela Martin, RIVEROAK Technical College/ St. Luke's Episcopal Church

VOLUNTEERS:

Kevin Albert	Janice Dicks	Jennifer Halstead
Tia Albert	William Eady	Chelsea Harrell
Keri Amerson	Jessica Ergle	Gracelynn Harris
Christopher Aretino	Robert Feeney	Michelle Hart
Kelly Ballentine	Rashard Fleming	Lavon Hartman
James Ballentine	Breanne Flores	Allison Hartness
Gretta Barker	Samantha Frazier	Sarah Hatch
Jason Bashaw	Julie Gallamore	Maday Hayes
Chris Bell	Joshua Gerhauser	John Hendrick
Cassie Brantley	Melanie Gerhauser	Megan Henry
Stephaine Brown	Lucy Golub	Christopher Henry
Amb Buda	Melanie Gordon	Laura Hernandez
Jeffrey Carter	Jacob Grantham	Jessica Hess
Rick Collins	Billy Grantham	Hampton Hicks
Vonlie Cooper	Shelly Grantham	Kelli Hicks
Tidwell Dana	Yesenia Grantham	Jessica Hillman
Dana Root	Robert Griffith	Frederick Hillman Jr.
Tonya Davis	Sarah Grillo	Lodge Hilyer
Crystal Delcastillo	Megan Hale	Shasta Hilyer
Alvin Dicks	Morgan Hall	Tawanna Hines

Ashley Hingson
Kalie Hingson
Sharon Hingson
Adam Hitt
Kelly Hollingsworth
Heather Holton
Kaleigh Horne
Jackie Howze
Heather Humphrey
Travis Humphries
Jenna Hunter
Irina Hutcheson
Daniel Jackson
Valerie James
Laura Jaramillo
Rianna Jelks
Betty Jenkins
Michelle Jenkins
Derek Jenkins Sr.
Jennifer Jennings
Jessica Jessop
Phyllis Johnson
Brandy Johnson
Michael Johnson
Sean Johnson
Bryce Johnson
Bryce Johnson
Amber Johnson
Sarah Jolley
Alexis Jones
Jasmine Jones
Katherine Jones
Shaniqua Jones
Clint Keen
David Keen
Tamara Keen
Tamara Keen
Lura Kinney
Vera Knighton
Laura Koon
Donna Koon
Donna Koon
Keni Koon
Jennifer Lacasse

Myrtis Lambert
Shirley Landen
Brian Lang
Amy Lang
Sandra Lang
Walter Lang
Brianna Lanier
Amber Lau
Rovan Lawson
Haianti Le
Stormy Lee
Franklyn Lee
Westley Lee
Kimberly Lemay
Letitia Lewis
Cody Lewis
Jennifer Lewis
Jimmie Lewis
Rebecca Lewis
Shatae Lewis
Sabrina Lieupo
Richard Little Jr
Autumn Lokan
Hannah LoveJoy
Frederick Lovelace
Kenya Manley
Josie March
Tracy Martin
Vera Massey
Gwendolyn McQuay
Jennifer Merola
Justin Moore
Tiffany Moore
Philip Moore
LeeAnn Morales
Brian Moseley
Misty Moseley
Charity Nasworthy
Brandi Nelson
Kelly Onuska
Tracey Owen
Secilie Owens
Bernard Owens Jr
Ashley Pate

Laura Poore
Cassie Poore
Desiree Porter
William Procko
John Pucky
Courtney Robinson
Linda Roddenberry
Tina Roush
Vincent Ruiz
Tammy Sanders
Amy Sansouci
Brandy Sellers
Danny Serra-Arderi
William Slaughter
Jenny Sloan
Helen Snider
Williams Stephanie
Mary Stone
Nicole Stratton
Brett Suggs
Donna Suggs
Dana Swords
Susie Tanner
Jamie Tardif
Alexis Tew
Isaac Tyre
Laura VanDam
Keedra Virgil
Mary Ward
Amb Waters
Jeffery Waters
Abbie Watkins
Laura Welch
April White
Ashley Whitene
Khalil Williams
Sandra Williams
Sherri Williams
Alyssa Wynn
Kimberley Yow

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