

SUWANNEE COUNTY SCHOOL BOARD
REORGANIZATION MEETING
November 18, 2014

AGENDA

Call to Order – 5:30 p.m.

Superintendent Presiding

1. Election of School Board Officers to serve through November 2015.

Chairman Presiding

2. Establishment of official meeting dates and times through November 2015.
3. Selection of one School Board member to serve as a Legislative Liaison and one School Board member to serve as an Alternate Legislative Liaison on the FSBA Legislative Committee.
4. 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 18, 2014

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag Suwannee Elementary School

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

The Superintendent recommends approval to adopt the Agenda.

The Superintendent recommends approval of the Consent Agenda.

CONSENT AGENDA

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

1. The Superintendent recommends approval of the following Minutes:
(pgs. 7-23)

October 7, 2014	- Workshop Session
	- Special Meeting
	- Expulsion Issues Hearing (Private)
October 28, 2014	- Expulsion Issues Hearing (Private)
	- Public Hearing
	- Regular Meeting

2. The Superintendent recommends approval of the monthly financial statement for October 2014.
3. The Superintendent presents the following bills for the period October 1-31, 2014:

General Fund

#155049 - 155479	\$ 1,279,477.24
Electronic Fund Transfers	<u>2,292,663.22</u>
	\$ 3,572,140.46

Federal Fund

#46089 - 46233	\$ 223,145.14
Electronic Fund Transfers	<u>258,704.54</u>
	\$ 481,849.68

Food Service Fund

#28952 - 29042	\$ 308,420.29
Electronic Fund Transfers	<u>69,411.82</u>
	\$ 377,832.11

2.0 LCIF

#6959 - 6986	\$	238,393.28
Electronic Fund Transfers		<u>728.14</u>
	\$	239,121.42

4. The Superintendent recommends approval of the following budget amendments for fiscal year 2014-2015:

<u>General</u>	<u>LCIF</u>	<u>Special Revenues</u>
I-4	III-3	IV-4 (Federal)

5. The Superintendent recommends approval for disposal of property as per the attached Property Disposition Form dated November 18, 2014. **(pgs. 24-25)**
6. The Superintendent recommends approval of the following contracts/agreements for the 2014-2015 school year: (RENEWAL) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2015-63	Cooperative Agreement between Meridian Behavioral Healthcare, Inc. and the School Board of Suwannee County, Florida <i>(Renewal)</i> (pgs. 26-43)
#2015-75	Contract between the Florida Learning Alliance, Inc. (FLA, Inc.) and the District School Board of Suwannee County to provide a staff development management system referred to as Track Module and related support services <i>(Renewal)</i> (pgs. 44-50)
#2015-76	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>(Revised/Renewal)</i> (pgs. 51-61)
#2015-77	Career Pathways Articulation Agreement between District School Board of Taylor County and Suwannee-Hamilton Technical Center, Web Development for Secondary Program Areas: Administrative Office Specialist and Medical Administrative Specialist <i>(Revised/Renewal)</i> (pgs. 62-70)
#2015-78	Career Pathways Articulation Agreement between District School Board of Madison County and Suwannee-Hamilton Technical Center, Allied Health Assisting for Secondary

Program Areas: Patient Care Technician and Practical Nursing; Culinary Arts for Secondary Program Area: Commercial Foods and Culinary Arts; Digital Design for Secondary Program Areas: Administrative Office Specialist, Digital Design, and Medical Administrative Specialist; Early Childhood Education for Secondary Program Area: Early Childhood Education; Web Development for Secondary Program Areas: Administrative Office Specialist and Medical Administrative Specialist
(*Revised/Renewal*) (pgs. 71-77)

#2015-79 District Interinstitutional Articulation Cooperative Agreement for Career Pathways between the District Board of Trustees of Santa Fe College, Florida and the School Board of Suwannee County (*Renewal*) (pgs. 85-101)

#2015-81 Career Pathways Articulation Agreement between District School Board of Hamilton County and Suwannee-Hamilton Technical Center, Culinary Arts for Secondary Program Area: Commercial Foods and Culinary Arts; Digital Design for Secondary Program Areas: Administrative Office Specialist, Digital Design, and Medical Administrative Specialist
(*Revised/Renewal*) (pgs. 78-84)

7. The Superintendent recommends approval of the following student transfers for the 2014-2015 school year. Parents will provide transportation.

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Alexander	Espinoza	SPS	BES	1
Moises	Espinoza	SMS	BHS	6

REGULAR AGENDA

Chief Financial Officer – Vickie Music DePratter:

1. The Superintendent recommends approval of the following changes to the purchasing cards issued through First Federal Bank of Florida: **(pg. 102)**
 - a. Issue new card to Ronald White, newly elected Suwannee County School Board Member for District 5
 - b. Cancel previously issued card to J.M. Holtzclaw, Suwannee County School Board Member for District 5

Director of Career, Technical, and Adult Education – Walter Boatright:

2. The Superintendent recommends approval of the following contract/agreement for the 2014-2015 school year: (NEW) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2015-80 Affiliation Agreement between the Suwannee County School Board and Walgreen Company, Lake City, Florida for the Pharmacy Technology Program *(New)* **(pgs. 103-108)**

Director of Curriculum and Instruction – Janene Fitzpatrick:

3. Discussion and possible action on the following resolution for the 2014-2015 school year:

#2015-05R Resolution on Accountability for Suwannee County School Board (Note: The resolution is on the November 18, 2014, Workshop Agenda for discussion.) *(New)* **(pg. 109)**

Director of Facilities – Mark Carver:

4. The Superintendent recommends approval of the Certificate of Final Completion and final payment of Bid #14-204 to Parrish McCall for the Suwannee Primary School Additions and Remodeling of Select Areas Project (final project cost \$1,174,955). **(pgs. 110-116)**

5. The Superintendent recommends approval of a Suwannee High School (SHS) Baseball Booster-Funded construction for covered batting cages at the SHS baseball field. (pgs. 117-120)
6. The Superintendent recommends approval of a Suwannee High School (SHS) Softball Booster-Funded construction for covered batting cages at the SHS softball field. (pg. 121)

Director of Food Service – Lisa Dorris:

7. The Superintendent recommends approval of re-designing the cafeteria at Suwannee Primary School. (*Funded by Food Service funds allocated in the previous year.*) (pg. 122)
8. The Superintendent recommends approval of the following personnel item for the 2014-2015 school year:
 - a. Increase two 6-hour Food Service worker positions to 8-hour Food Service worker positions at Suwannee Elementary School (pg. 123)

Director of Human Resources – Dr. Bill Brothers:

9. Personnel Changes List (A copy is attached for Board members.) (pgs. 124-138)

School Board Attorney – Leonard Dietzen:

10. Legal Counsel's Report

Superintendent of Schools – Jerry Scarborough:

11. Superintendent's Report

School Board Members:

12. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
October 7, 2014

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Catherine Cason, Ed DaSilva, and Julie Ulmer, along with Superintendent Jerry Scarborough, Chief Financial Officer Vickie Music, and Administrative Secretary Karen Lager. School Board Member J. M. Holtzclaw arrived at 1:30 p.m. School Board Attorney Leonard Dietzen was absent.

Administrators and others present: Jennifer Barrs, Walter Boatright (arrived at 11:10 a.m.), Amy Boggus, Tamara Boggus (arrived at 10:10 a.m.), Dr. Bill Brothers (arrived at 1:30 p.m.), David Campbell, Gary Caldwell (arrived at 10:38 a.m.), Janene Fitzpatrick, Lisa Garrison (arrived at 1:30 p.m.), Jay Jolicoeur, Dee Dee McManaway (arrived at 1:30 p.m.), Susan Moffat (arrived at 10:15 a.m.), Kecia Robinson, Ted Roush, Elizabeth Simpson (arrived at 10:15 a.m.), Jim Simpson, Lila Udell, and Dr. Jimmy Wilkerson. School Board Member-Elect Ronald White was also present.

Chairman Taylor called the meeting to order at 10:00 a.m.

Title I/PAL Summer Program Report..... Lila Udell

Mrs. Udell distributed and reviewed a handout regarding the Title I/PAL Summer Program. Mrs. Udell answered questions from Board members.

Testing Resolution Jerry Taylor

Mr. Taylor presented a draft copy of the Suwannee County School Board Resolution on Accountability. Discussion followed regarding the resolution and standardized testing. Consensus of the Board was to place the resolution, with the changes noted, on the October 28 regular Board agenda for approval.

District Improvement Assistance Plan/..... Janene Fitzpatrick/
School Improvement Plans/ Lila Udell/Principals
Parent Involvement Plans (15 minutes each)

The following 2014-2015 District Improvement Assistance Plan (DIAP), School Improvement Plans (SIP), and Parent Involvement Plans (PIP) were presented to the Board:

- Florida Sheriffs Boys Ranch – Susan Moffat
- Suwannee High School – Tamara Boggus/Gary Caldwell
- Branford High School – Dr. Jimmy Wilkerson
- Suwannee Middle School – Jay Jolicoeur
- Branford Elementary School – Jennifer Barrs

The workshop recessed at 12:05 p.m. and resumed at 1:30 p.m.

Continuation on presentation of District Improvement Assistance Plan/School Improvement Plans/Parent Involvement Plans (15 minutes each)

The remaining 2014-2015 DIAP, SIPs, and PIPs were presented to the Board:

- Suwannee Intermediate School – Jim Simpson
- Suwannee Elementary School – Dee Dee McManaway
- Suwannee Primary School – Amy Boggus
- Suwannee-Hamilton Technical Center – Walter Boatright
- Suwannee Virtual School – Lisa Garrison
- District – Lila Udell/Janene Fitzpatrick

No action was taken at this time on the District Improvement Assistance Plan, School Improvement Plans, or the Parent Involvement Plans.

The workshop recessed at 3:26 p.m.; resumed at 3:44 p.m.; and adjourned at 3:45 p.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
October 7, 2014

MINUTES

The Suwannee County School Board met in Special Session on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, FL. School Board members present were Chairman Jerry Taylor, Catherine Cason, Ed DaSilva, J. M. Holtzclaw, and Julie Ulmer, along with Superintendent Jerry Scarborough and Administrative Secretary Karen Lager. School Board Attorney Leonard Dietzen and Chief Financial Officer Vickie Music were absent.

Chairman Taylor called the meeting to order at 3:45 p.m.

MOTION by Mr. Holtzclaw, second by Ms. Cason, for approval to adopt the Agenda. MOTION CARRIED UNANIMOUSLY

Chief Financial Officer – Vickie Music:

(Presented by Director of Student Services – Elizabeth Simpson)

1. MOTION by Mrs. Ulmer, second by Mr. daSilva, for approval of the following resolution for the 2014-2015 school year: (NEW) (Note: This resolution has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2015-04R Resolution between Vivid Visions, Inc. and the Suwannee County School Board to work toward the coordination on information and promote healthy relationships and prevent dating abuse in Suwannee County (*New*) (pgs. 2-3)

MOTION CARRIED UNANIMOUSLY

Director of Curriculum and Instruction – Janene Fitzpatrick:

2. MOTION by Mr. daSilva, second by Ms. Cason, for approval of the following contract/agreement for the 2014-2015 school year: (RENEWAL) (Note: This contract/agreement has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2015-71 Dual Enrollment Articulation Agreement between the District Board of Trustees of North Florida Community College and the District School Board of Suwannee County (*Renewal*)
(pgs. 4-31)

MOTION CARRIED UNANIMOUSLY

Director of Human Resources – Dr. Bill Brothers:

3. MOTION by Mr. Holtzclaw, second by Ms. Cason, for approval of the Personnel Changes List (pg. 32) MOTION CARRIED UNANIMOUSLY

PERSONNEL CHANGES APPROVED:

RESIGNATION: INSTRUCTIONAL:

Suwannee Elementary School

Laura Robinson, effective September 23, 2014

RECOMMENDATIONS: INSTRUCTIONAL:

Suwannee Elementary School:

Jennifer Richer, teacher, effective October 8, 2014

REPLACES: Laura Robinson

Suwannee Primary School:

Lacey Van Etta, teacher, effective September 4, 2014

REPLACES: Natalie Hunter

MISCELLANEOUS:

Branford High School:

Perry Davis, teacher, as expert in the field of Building Construction for the 2014-15 school year

OUT-OF-FIELD:

Approval for the following to teach out-of-field for the first semester of the 2014-2015 school term:

SCHOOL	LNAME	FNAME	OOE SUBJECT	PERIOD	YEAR
BES	Hawthorne	Melinda	ESOL	All Day	14-15
BHS	Bradow	Danelle	Phy Science	1 period	14-15
BHS	Branche	Tyler	US Gov't & US Gov't Honors	1 period	14-15
BHS	Koon	Karen	Gifted	1 period	14-15
BHS	McInnis	Lynda	ESOL		14-15
BHS	Rodriquez	Sergio	ESOL		14-15
SHS	Allen	Frank	US Gov't	1 period	14-15
SHS	Skipper	Becky	Adv Alg W/Fin App	1 period	14-15
SHS	Vickers	Candy	ESE Content	All Day	14-15
SIS	Law	Kristal	ESOL	All Day	14-15
SIS	Severance	Theda	Gifted	All Day	14-15
SIS	Smith	Aralea	ESOL	All Day	14-15
SMS	Check-Cason	Mary	ESOL		14-15
SMS	Harrell	Meri	ESOL		14-15
SMS	Venero	Miriam	M/J DE LA ESOL-READ	3 periods	14-15
SVS	Lundy	Ashley	Chemistry 1	1 period	14-15

**End of List
2014-2015
School Year**

The meeting adjourned at 4:02 p.m.

SUWANNEE COUNTY SCHOOL BOARD
PUBLIC HEARING
October 28, 2014

MINUTES

The Suwannee County School Board held a Public Hearing on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Catherine Cason, Ed daSilva, J. M. Holtzclaw, and Julie Ulmer, along with Superintendent Jerry Scarborough, School Board Attorney Leonard Dietzen, and Administrative Secretary Karen Lager. Chief Financial Officer Vickie Music DePratter was absent.

School Resource Officer Rachel Rodriguez was also present.

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

Director of Human Resources – Dr. Bill Brothers:

1. Final review of additions and revisions to the Suwannee County School Board Policy Manual as follows: (Copies are available for review in the office of the Director of Human Resources.) (pg. 6)

#8.14 Automotive Equipment (*revised*)

#8.21 Transporting Students in Private Vehicles (*revised*)

Mr. 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 28, 2014

MINUTES

The Suwannee County School Board met in Regular Session on this date in the School Board Meeting Room, 702 - 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Catherine Cason, Ed daSilva, J. M. Holtzclaw, and Julie Ulmer, along with Superintendent Jerry Scarborough, School Board Attorney Leonard Dietzen, and Administrative Secretary Karen Lager. Chief Financial Officer Vickie Music DePratter was absent.

UTSC President Annette Kinsey, School Resource Officer Rachel Rodriguez, and School Board Member-Elect Ronald White were 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 Junior Varsity Cheerleaders student organization

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

- Bill Procko addressed the Board regarding school panic buttons for instant response to an armed intrusion/school shooting.

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

MOTION by Mr. DaSilva, second by Mr. Holtzclaw, for approval of the Consent Agenda. MOTION CARRIED UNANIMOUSLY

CONSENT AGENDA

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

1. Approval of the following Minutes: (pgs. 7-28)

- September 4, 2014 - Public Hearing (adopt the final Millage Rates and final Budget for 2014-2015)
- September 9, 2014 - Workshop Session
- Special Meeting
- September 23, 2014 - Workshop Session
- Regular Meeting

2. Approval of the monthly financial statement for September 2014.

3. The following bills for the period September 1-30, 2014:

General Fund

#154343 - 155048	\$ 1,128,555.57
Electronic Fund Transfers	<u>1,635,914.02</u>
	\$ 2,764,469.59

Federal Fund

#45967 - 46088; 45884 (re-issued check)	\$ 166,863.52
Electronic Fund Transfers	<u>313,750.29</u>
	\$ 480,613.81

Food Service Fund

#28886 - 28951	\$ 163,505.76
Electronic Fund Transfers	<u>70,996.42</u>
	\$ 234,502.18

2.0 LCIF

#6942 - 6958	\$ 273,877.19
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4. Approval of the following budget amendments for fiscal year 2014-2015:

General
I-3

LCIF
III-2

Special Revenues
IV-3 (Federal)

5. Approval for disposal of property as per the attached Property Disposition Form dated October 28, 2014. (pgs. 29-30)
6. Approval of the following contract/agreement for the 2014-2015 school year: (RENEWAL) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2015-73 Career Pathways Articulation Agreement between Florida Gateway College and Suwannee County School Board for Academic Year: 2014-2015 (*Renewal*) (pgs. 31-39)

7. Approval of the following student transfers for the 2014-2015 school year. Parents will provide transportation.

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Breanna	Bower	Columbia	Suwannee	11
Blayne	Butler	Columbia	Suwannee	4
Lamont	Hankerson	Columbia	Suwannee	K
Magnel	Loper II	Columbia	Suwannee	7
Bryson	Melton	Columbia	Suwannee	K
Maddison	Minnich	Columbia	Suwannee	9
Matthew	Minnich	Columbia	Suwannee	7
Noah	Nicholson	Columbia	Suwannee	K
Brooklyn	Robertson	Columbia	Suwannee	4
Peyton	Robertson	Columbia	Suwannee	6
Jonathan	Staton	Columbia	Suwannee	10
Amanda	Vega	Columbia	Suwannee	K
Kaylie	Vega	Columbia	Suwannee	3
Kylie	Vega	Columbia	Suwannee	6

FIRST NAME	LAST NAME	TO	FROM	GRADE
Brienne	Fair	Suwannee	Columbia	K
Casey	Fair	Suwannee	Columbia	2

REGULAR AGENDA

Director of Career, Technical, and Adult Education – Walter Boatright:

(Presented by Director of Human Resources – Dr. Bill Brothers)

1. MOTION by Mrs. Ulmer, second by Ms. Cason, for approval of the following contract/agreement for the 2014-2015 school year: (NEW) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2015-74 Amendment to Contractual Agreement between Suwannee County District School Board and District School Board of Madison County on behalf of North Florida Career Pathways Consortium (Note: This is an amendment to original contract #2015-43, which was previously Board approved on June 24, 2014.) (New) (pgs. 40-41)

MOTION CARRIED UNANIMOUSLY

Director of Curriculum and Instruction – Janene Fitzpatrick:

2. MOTION by Mr. Holtzclaw, second by Mr. daSilva, for approval of the 2014-2015 District Improvement and Assistance Plan. (A copy is available for review in the office of the Director of Curriculum and Instruction.) (pg. 42)
MOTION CARRIED UNANIMOUSLY

3. MOTION by Mr. daSilva, second by Mrs. Ulmer, for approval of the 2014-2015 School Improvement Plans for all District schools. (Copies are available for review in the office of the Director of Curriculum and Instruction.) (pg. 43)
MOTION CARRIED UNANIMOUSLY

Director of Elementary and Early Childhood Education – David Campbell:

4. Jennifer Barrs, Principal of Branford Elementary School (BES), requests permission of an overnight trip for BES Safety Patrol students and parent chaperones to travel to Washington, DC, April 1-5, 2015 (during Spring Break). (*Funded by each individual student through fundraising.*) (pg. 44)

MOTION by Mr. Holtzclaw, second by Mrs. Ulmer, for approval of an overnight trip for BES Safety Patrol students and parent chaperones to travel to Washington, DC, April 1-5, 2015 (during Spring Break). (*Funded by each individual student through fundraising.*) MOTION CARRIED UNANIMOUSLY

Director of Facilities – Mark Carver:

5. MOTION by Mr. Holtzclaw, second by Mrs. Ulmer, for approval of the 2013-2014 Office of Program Policy Analysis and Government Accountability (OPPAGA) School Safety and Security Self-Assessment Form. (A copy is available for review in the office of the Director of Facilities.) (pg. 45)

Board members discussed the OPPAGA School Safety and Security Self-Assessment Form. Mr. Taylor stated we, as a District, are committed to the safety of our students, faculty, and staff. Mr. Taylor stated there are three items related to the Transportation Department that he would like addressed.

MOTION CARRIED UNANIMOUSLY

Director of Federal Programs – Lila Udell:

(Presented by Director of Curriculum and Instruction – Janene Fitzpatrick)

6. MOTION by Mr. Holtzclaw, second by Ms. Cason, for approval of the 2014-2015 District Parent Involvement Plan and the 2014-2015 Parent Involvement Plans for all District schools. (Copies are available for review in the office of the Director of Federal Programs.) (pg. 46) MOTION CARRIED UNANIMOUSLY

Director of Human Resources – Dr. Bill Brothers:

7. MOTION by Mr. daSilva, second by Mr. Holtzclaw, 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 Director of Human Resources.) (pg. 6)

#8.14 Automotive Equipment (*revised*)

#8.21 Transporting Students in Private Vehicles (*revised*)

MOTION CARRIED UNANIMOUSLY

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8. MOTION by Mr. Holtzclaw, second by Mr. daSilva, for approval of the Personnel Changes List, with the following change on page 50, under Facilities Department, Kevin Hingson should be Matt Hingson, Maintenance Man I, effective October 24, 2014. (pgs. 47-52) MOTION CARRIED UNANIMOUSLY

PERSONNEL CHANGES APPROVED:

RETIREMENT: NON-INSTRUCTIONAL:

Food Service Department/SPS:

Patricia Ford, food service worker, effective December 31, 2014

RESIGNATION: INSTRUCTIONAL:

Suwannee Middle School:

James Thompson, effective October 9, 2014

RESIGNATIONS: NON-INSTRUCTIONAL:

Facilities Department:

Robert Tyler, maintenance man, effective October 3, 2014

Suwannee Elementary School:

Reba Hurst, assistant food service manager, effective November 3, 2014

RECOMMENDATIONS: INSTRUCTIONAL:

District Wide/21st Century Program:

Natalie Haney, 21st Century Site Coordinator

REPLACES: Marcia Boatright

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

Lisa Gray Crystal Gill Robbin Chapman Pam Lewis

Suwannee-Hamilton Technical Center:

Susan Morgan, instructor part-time/night-time (IV Therapy), Non-Certificated

Alex Gonzalez, teacher, part-time/night-time. Salary paid from civics grant

LEAVE OF ABSENCE (MATERNITY):

Suwannee Primary School:

Brittany Broughton, teacher, tentatively February 1 through April 6, 2015,
using days as needed for insurance purposes

SUSPENSION:

Suwannee High School:

David Laxton, teacher, October 10 – 16, 2014, with pay

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>REPLACES</u>
Karen Koon	Academic Coach	BHS	
John Blalock	M/J Boys' Basketball Coach	BHS	J. Lee
Michelle Richards	JV Girls' Volleyball Coach	BHS	K. Wingate
Billy McClelland	Assistant Softball Coach	SHS	NA
Dominique Harris	Planning Period	SHS	NA
Ken Campbell	Planning Period	SHS	NA
Kayla Nicole Roper	Head Softball Coach	SMS	J. Smith
Kayla Nicole Roper	Girls' Soccer Coach	SMS	J. Prevatt
Jayvis Ward	Head Girls' Basketball Coach	SMS	L. Ford
Russell Lee Willis	Boys' Soccer Coach	SMS	

MISCELLANEOUS:

District Wide:

Barbara Bertolino, as PECDS mentor for Amber Russell

District Wide/21st Century Program:

Marcia Boatright resigned as 21st century site coordinator, effective October 1, 2014

Suwannee High School:

David Laxton resigned as wrestling coach, effective October 17, 2014

Suwannee Intermediate School:

Natalie Haney to work up to 50 additional hours to facilitate the gifted endorsement course, salary to be paid from FDLRS

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Transportation Department:

Elizabeth Ash, out-of-county bus driver, effective August 19, 2014

REPLACES: Jeff Wood

Michael Munhall, mechanic helper, effective October 8, 2014

REPLACES: Allen Stamper

Suwannee Middle School:

Jazmin Marrero, paraprofessional (ELL), effective September 22, 2014

REPLACES: Waleska Colon

Facilities Department:

Matt Hingson, maintenance man I, effective October 24, 2014

REPLACES: Robert Tyler

LEAVE OF ABSENCE (FAMILY AND MEDICAL LEAVE - FMLA):

Food Service Department/BHS:

Lynda Kinsey, assistant food service manager, October 15, 2014, through January 11, 2015, with the option of returning sooner

LEAVE OF ABSENCE (MEDICAL):

Suwannee Intermediate School:

Shalenthia Reynolds, school nurse, September 17 through October 21, 2014

LEAVE OF ABSENCE (PERSONAL):

Patricia Bryant, bus driver, September 29, 2014, through November 7, 2014

MISCELLANEOUS:

Teresa Brannan, 6-hour food service worker, to be paid for up to 30 hours, as a temporary, 8-hr. worker. Salaries paid from food service funds.

STUDENT WORKERS:

Alyssa Bashaw	Civics Grant
JaShari Blige	Civics Grant
Yoleydis Cartaya	Civics Grant
Afreca Garner	Civics Grant
Arkiyah Gross	Civics Grant
Arnasia Gross	Civics Grant
Amanda Mabey	Civics Grant
Keya Morrow	Culinary Arts
Breanna Mosier	Early Childhood/My Play School
Angel Peiffer	Early Childhood/My Play School
Guadalupe Romulo-Vazquez	Civics Grant
Keiry Soto-Chavez	Civics Grant
Darian Tyre	Medical Administrative Specialist

SUBSTITUTES:

The following as a substitute nurse:

Morgan North

The following as a substitute bus driver or bus attendant:

Timothy Bennett	bus attendant
Yolanda Davis	bus attendant
Wayne Couture	bus driver/bus attendant
Leon Kaczmarek	bus driver
Mary Mais	bus driver/bus attendant
Michael Munn	bus driver
Shawn Neely	bus attendant

The following as a substitute teacher:

Tonesia Baker	Julia Gay	Marilyn Porter
Francis Clary	Lacey Humphries	Kerri Ratliff
Nahjawan Dukes	Brooke Johnson	Brittany Shearer
Lynn Eaken	Daniel McMullen	Juanita Troyer
Candace Freeman	Melissa Miller	Tarina Wade
Lorena Gardner	Michael Pate	

The following as a substitute food service worker:

Tonesia Baker	Steven Harris	Lacey Johnson
Kimberly Choe	Ada Higgins	Geraldine Tucker

The following as a substitute custodian:

Tonesia Baker	Ada Higgins
Kimberly Choe	Devin Kitchel
Steven Harris	Geraldine Tucker

TERMINATION:

Transportation Department:

Allen Stamper, effective September 18, 2014

**End of List
2014-2015
School Year**

School Board Attorney – Leonard Dietzen:

9. Legal Counsel's Report – Mr. Dietzen reported that he will be recommending new forms and procedure changes in the next couple weeks.

Superintendent of Schools – Jerry Scarborough:

10. Superintendent's Report – No matters to report.

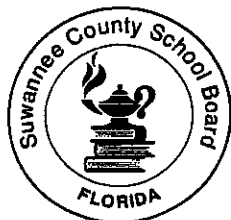
School Board Members:

11. Issues and concerns Board members may wish to discuss
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- Board members expressed their thanks and appreciation to Mr. Holtzclaw for his 32 years of dedicated service to the students of Suwannee County and to our District.

The meeting adjourned at 6:43 p.m.

SUWANNEE COUNTY SCHOOL BOARD



Serving The Children Of Our Community

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

JERRY A. SCARBOROUGH
Superintendent of Schools

JERRY TAYLOR
DISTRICT 1

CATHERINE CASON
DISTRICT 2

JULIE ULMER
DISTRICT 3

ED DA SILVA
DISTRICT 4

J. M. HOLTZCLAW
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Mark A. Carver, Director of Facilities

DATE: November 3, 2014

RE: Agenda Item for November 18, 2014, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of Property Records Disposition Form for November, 2014.

BACKGROUND:

Capitalized assets are obsolete or no longer serviceable.

**SUWANNEE COUNTY SCHOOL BOARD
PROPERTY DISPOSITION FORM
BOARD MEETING
NOVEMBER 2014**

PROPERTY RECORD #	ITEM DESCRIPTION	ORIGINAL PURCHASE PRICE	ORIGINAL PURCHASE DATE	COST CENTER	REQUESTED DISPOSITION
99005307	Computer, Laptop	\$ 1,351.50	Oct-06	Curriculum	Surplus
TOTAL		\$ 1,351.50			

Requested By:



Mark A. Carver,
Director of Property Records

11/18/2014

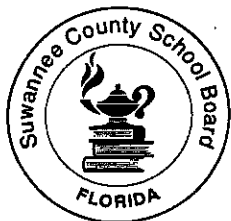
Date

Approved By:

Superintendent

Board Chairman

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BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Elizabeth Simpson, Director of Student Services

THRU: Vickie Music DePratter, Chief Financial Officer

DATE: November 10, 2014

RE: Agenda Item for November 18, 2014, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following contract for the 2014-2015 school year:

#2015-63 Cooperative Agreement between Meridian Behavioral (Renewal)
Healthcare, Inc. and the School Board of Suwannee County, Florida

BACKGROUND:

This agreement is a renewal and is necessary to facilitate therapeutic and preventive mental health services to students in need of such services in Suwannee County.

ES/ro

**Cooperative Agreement
Between
Meridian Behavioral Healthcare, Inc.
and
The School Board of Suwannee County, Florida**

THIS AGREEMENT is entered into by and between Meridian Behavioral Healthcare, Inc., a Florida Corporation, 4300 SW 13th Street, Gainesville, FL 32608 ("Center") and the School Board of Suwannee County, Florida, 702 Second Street NW; Live Oak, FL 32064, ("The School Board").

WHEREAS, the School Board desires to purchase certain therapeutic and preventive mental health services to its students who are in need of such services; and

WHEREAS, Meridian Behavioral Healthcare, Inc. has professionally trained psychiatrists, mental health counselors, and case managers available to provide such services;

NOW THEREFORE, in consideration of the premises and the mutual covenants and conditions contained herein, the Parties agree as follows:

A. Particulars of this Agreement

1. Duration: This Agreement shall commence on July 1, 2014 and shall continue until June 30, 2015.
2. Renewability: This Agreement shall not be automatically renewable.
3. Modification: This Agreement may be modified only by separate written agreement appended hereto and signed by both parties.
4. Contract Managers: Contract Manager for Meridian Behavioral Healthcare, Inc. will be Richard V. Anderson, Senior Vice President of Special Programs/Business Development or his designee. Contract Manager for the School Board will be Elizabeth Simpson, Director of Exceptional Student Education, or her designee.

B. Responsibilities of the School Board

1. Determining Eligibility for Services: The School Board is responsible for determining eligibility for service referral.
2. Referral Process: The School board will refer eligible students through the principal or his/her designee and the ESE office in accordance with the criteria listed above.

The School Board/schools served will agree to designate personnel from each school such as the guidance counselor to be active with Meridian assigned school therapists and

Meridian Program Manager for processing referrals and to facilitate having school referred/Meridian involved students prepared, i.e. in an office area or other designated location, at agreed upon consecutive time slots, for school based clinical sessions.

The School Board understands for school referred/Meridian involved students to be served routinely by Meridian at the schools, the clinician will need to have enough referred students to justify the time and travel involved in getting to those schools. When the referral base is not sufficient, the school referred students will be seen at local Meridian offices instead of the respective school.

3. Liability and Protection of Health Information: School Board agrees to render full cooperation with the Center in recommending and referring students for counseling and/or consultation. Prior to any such counseling, the school involved shall obtain written permission from parents or guardians of any child to be counseled which, to the extent allowed by law, releases the School Board, the individual school, and the Center from any liability in connection with the treatment services. If the School Board is unable to obtain consent for treatment, or facilitate the Center's obtaining consent for treatment, services cannot be provided.

Additionally, the School Board agrees to protect confidential health information in accordance with applicable law.

4. Office Space and Resources: The School Board agrees to furnish Center staff with appropriate workspace at those sites where services are provided. The space does not need to be continuously available, but does need to be suitable for therapy sessions and available when the therapist is on site. The School Board also agrees to provide a lockable file cabinet for use by Center personnel.

As part of this agreement it is required that Meridian staff providing services on school premises have access to the internet for the purposes of connecting to Meridian's EMR (Electronic Medical Records) to document care and treatment of clients provided at Suwannee County location(s). Access required will be via secure VPN (Virtual Private Network) and can be delivered either by Ethernet (wired connection) or secure wireless.

C. Responsibilities of Meridian Behavioral Healthcare, Inc.

1. Staffing: The Center will provide appropriately qualified staff in sufficient numbers to meet the service demands of this Agreement. Staff will have sufficient education, training and experience to conduct the procedures described in the "Service and Rate Schedule" in Attachment A.
2. Record Keeping: The Center will keep individualized medical treatment records for all individuals served under this Agreement. Storage and release of treatment records shall comply with applicable State and Federal law. Records are the sole property of the Center.

3. Communication with School Personnel: Center staff will obtain parental consent to communicate freely with school personnel about the referred child's progress in treatment. This communication shall be subject to the limits and provisions outlined in the consent. Center staff will provide quarterly progress reports on each student served at the special day school under this agreement. Center staff will also maintain a weekly schedule log of services provided. Center staff will collaborate with school personnel to plan and implement IEPs and behavior plans for students served under this agreement.
4. Scheduling: Center staff will provide services within the constraints of the school day and make every effort to minimize disruption to the learning environment.
5. Additional consultation: The Center will provide consultation and referral services, within the Center's resource limits, for those students not qualifying for services under this agreement.
6. Insurance: The Center shall be responsible for providing adequate liability and malpractice insurance for the activities described in the agreement. The Center will maintain a comprehensive policy of liability and malpractice insurance in the amount of \$1,000,000 per claim plus \$1,000,000 aggregate. Upon execution of this agreement, the Center shall provide a certificate of insurance for such activities to the School Board.
7. Level II Background Screening: Prior to any staff working with students at any District School, the staff will have a Level II background screening to ensure compliance with fingerprinting and background checks pursuant to Florida Statutes 231.02 and 101.465 as adopted by the 2005 Florida Legislature (commonly known as the Jessica Lunsford Act). Meridian Behavioral Healthcare, Inc. will work with the District to coordinate completion of this Level II screening. Written confirmation will be made to the Personnel Department of the Suwannee County School Board and Meridian Behavioral Healthcare, Inc. when individual(s) have received clearance. All fingerprinting and background screening expenses will be paid by Meridian Behavioral Healthcare, Inc. The Personnel Department of the Suwannee County School Board will be immediately notified when it is discovered that any employee who has contact with, or may have contact with students in the district either commits an act that would disqualify them from student contact, or has an item surface during the five (5) year re-screening that disqualifies them from working with students.

D. The Parties Jointly Agree

1. Periodic Meetings: Center staff and School Board personnel agree to meet periodically to evaluate the demand for services, caseload and billable units to determine appropriate staffing patterns for this agreement. The Parties also agree to meet, as needed, to develop or refine procedures related to referral processes.
2. Evaluation: Evaluation of the quality of services will be the joint responsibility of both Parties. The Center will assess quality of services through documentation auditing and peer review procedures, according to Center standards. Additionally, the Center will seek input from school staff on a periodic basis, including the completion of annual

satisfaction surveys. School staff will be responsible for assessing student's academic progress.

3. Non-discrimination Policy: The School Board and the Center agree that students will be counseled without regard to race, color, creed, national origin, age, sex, or economic status. Likewise, the Center shall not use discriminatory practices in the hiring of staff used to provide services under this agreement.
4. Independence and Mutual Indemnification: It is understood that employees of the Center are not agents or employees of the School Board, and employees of the School Board are not agents or employees of the Center. Neither party to this agreement assumes any liability for any acts or omissions of the other party or of the agents or employees of the other party. The Center agrees to indemnify, defend, and hold the School Board, its officers and employees, harmless from any and all liability of the School Board resulting from the Center's provision of services pursuant to this agreement.
5. Effective Date: This agreement will be effective following July 1, 2014 and upon its execution by both parties and will expire on June 30, 2015. Prior to its expiration, either party may terminate this agreement with or without cause, upon thirty (30) days' written notice to the other party.
6. Default and Remedy: In the event of the failure of either party to comply with any provision of this agreement, the non-defaulting party shall notify the defaulting party in writing, stating specifically the provision that gives rise to the default. The defaulting party shall be entitled to a period of fifteen (15) days to cure the default. After such fifteen (15) day period, and notwithstanding the provisions of paragraph five (5) above, the non-defaulting party may immediately terminate this agreement by written notice. The failure of either party to exercise this right shall not be construed as a waiver of such right in the event of further default or non-compliance.
7. Governing Law and Venue: This Agreement will be governed by and construed in accordance with the laws of the state of Florida. In the event of any litigation arising from this Agreement, the Parties agree that the exclusive state court forum for said litigation shall be in Alachua County, in the court of appropriate jurisdiction.
8. Sovereign Immunity: Nothing contained in this Agreement is intended to serve as a waiver of sovereign immunity by any agency to which sovereign immunity may be applicable.

E. Additional Department of Education Compliance Requirements

1. Definitions: All references herein to the School Board, Board, District, Buyer, or SBSC shall mean the School Board of Suwannee County.
2. Contract: The contract resulting from acceptance of this agreement is to be governed by the laws of the State of Florida. This contract is non-assignable by the Contractor.

3. General: The Contractor agrees to protect, defend, and save harmless the SBSC against any demand for payment for the use of any patented material, process, device or article that may enter into the manufacture, construction, or form of any part of the materials or services covered by the order; and the Contractor agrees further to indemnify and save harmless the SBSC, its officers, agents and employees from suits or action of every nature and description brought against it for, or on account of any injuries, death, or damages received or sustained by any party or parties by, or from any of the acts of the Contractor, its employees or agents.
4. Warranty-Materials and Services: The Contractor expressly warrants that all the material and work covered by this order will conform to the specification, drawings, samples or other description, furnished or specified by the SBSC, and will be merchantable, of new material, of good workmanship, and free from defects, and fit and sufficient for the purposes intended. Services: Contractor will perform the services in a thorough, efficient, and professional manner, promptly and with due diligence and care, and in accordance with the best practices of the profession, utilizing qualified personnel, equipment and materials. If all or any part of the services is found by the SBSC to be defective (regardless of whether or not payment for such services has been made) for reasons attributable to Contractor, Contractor shall re-perform at its own expense that aspect of the services found to be defective.
5. Cancellation/Termination: The SBSC may cancel all or any part of this order if the Contractor does not make delivery as specified, or if Contractor defaults on any of the terms hereof. In the case of default, the SBSC may procure the articles or services covered by this order from other sources and hold the Contractor responsible for any excess occasioned thereby.

The SBSC shall have the right to terminate this contract, or any services hereunder, for its convenience, including circumstances of SBSC loss or lack of funds, upon thirty (30) days advance written notice to the Contractor. The SBSC shall compensate the Contractor for services rendered through the date of termination. The SBSC shall not be obligated hereunder nor likewise liable to pay the Contractor any other costs, losses, damages, or expenses arising out of or related to the termination of this contract or any services performed hereunder.
6. Waiver: The waiver by the SBSC of any of the terms and conditions of this contract shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this contract/agreement, and shall not be construed to be a waiver of any provision, except for the particular instance.
7. Debarment or Suspension: The Contractor certifies that neither the Contractor nor any of its principals are debarred, suspended, or proposed for debarment for federal financial assistance (e.g. General Services Administration's *List of Parties Excluded from Federal Procurement and Non-Procurement Programs*). The Contractor or grantee further certifies that potential subrecipients, subcontractors, or any of their principals are not debarred, suspended or proposed for debarment. Federal Acquisition Regulations clause 52.209-6, Protecting the Government's Interest when Sub-Contracting with Contractors,

Debarred, Suspended or Proposed for Debarment, is incorporated herein by reference and is applicable to orders greater than \$30,000.

8. Public Entity Crimes Affidavit: A person or affiliate who has been placed on the convicted Contractor's list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO (\$30,000) for a period of 36 months from the date of being placed on the convicted Bidder list.

9. Records Requirement: For contracts funded by federal funds, Contractor agrees to grant access by the SBSC, the Federal grantor agency, the Comptroller General of the United States, the Florida Auditor General or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions.

Contractor agrees to and shall ensure that all required records are retained for five years after final payments are made under this agreement and all other pending matters are closed.

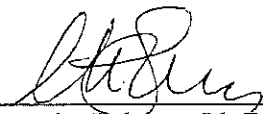
10. Hold Harmless and Insurance: The Contractor acknowledges that in rendering the services provided herein, the Contractor (including its agents or employees providing services under this agreement) will be acting as an Independent Contractor, and not as an employee of the SBSC. The Contractor agrees to hold the SBSC harmless from any liability arising out of services rendered under this Purchase Service Agreement; and the Contractor agrees to maintain in force and effect, at all times during the existence of this contract, liability/malpractice insurance coverage to cover the contracted services. The Contractor will provide the SBSC with evidence of such coverage through a Certificate of Insurance naming the School Board of Suwannee County, Florida, as an additional insured under the policy and showing the School Board of Suwannee County, Florida, as the certificate holder with an address of 702 Second St. NW; Live Oak, FL 32064.

Suwannee County School Board ESE Cooperative Agreement 2014-2015

SB012:07/14-06/15

IN WITNESS WHEREOF, the Parties hereto have caused this agreement to be executed by the duly authorized individuals below.

MERIDIAN BEHAVIORAL HEALTHCARE, INC.

By: 
Margarita Labarta, Ph.D. Date
President/CEO
Meridian Behavioral Healthcare, Inc.

SCHOOL BOARD OF SUWANNEE COUNTY

By: _____
Elizabeth Simpson
Director of ESE Program Date

By: _____
Jerry Scarbarough
Superintendent Date
Suwannee County Schools

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"

ATTACHMENT A**SERVICE AND RATE SCHEDULE**

Service Type: **Individual Outpatient Services**
Description: Includes individual therapy, clinical on-site and at-home services, family therapy, treatment planning, treatment plan reassessment, psychosocial evaluation, brief (non-psychiatric) clinic visit, collateral therapy, intensive therapeutic on-site services, and individual psycho-educational interventions.
Rate of reimbursement: \$95 per hourly unit; rounded up to the nearest 10-minute increment;
Example: 45 minutes is rounded to 50 minutes= 0.83 units=\$78.85

Service Type: **Group Outpatient Services**
Description: Includes group therapy and group intervention (i.e., psycho-educational) services
Rate of reimbursement: \$20 per hourly unit; rounded up to the nearest 10-minute increment.

Service Type: **Psychiatric Evaluation**
Description: Comprehensive psychiatric evaluation
Rate of Reimbursement: \$240 per service event; typically a 1-hour visit

Service Type: **Psychiatric Medication Follow-up**
Description: Medication monitoring and follow-up
Rate of reimbursement: \$120 per service event; typically a brief visit

Service Type: **Outreach**
Description: Meridian will provide outreach services in the schools to engage students and staff so that appropriate referrals can be made for treatment and other services. Outreach activities will include being available at the schools, assisting school personnel with referral information and questions, participating in staff meetings and individual educational plan discussions.
Rate of reimbursement: \$43.20 per hour, rounded up to the nearest 10-minute increment.

BUSINESS ASSOCIATE AGREEMENT

To the extent that HIPAA governs the parties' relationship, this BUSINESS ASSOCIATE AGREEMENT (this "Agreement") is entered into, and effective as of July 1, 2014 (the "Effective Date") by and between Meridian Behavioral Healthcare, Inc. ("Meridian" or "Covered Entity") and School Board of Suwannee County ("Business Associate"). The parties to this Agreement if not referred to as Covered Entity or Meridian or Business Associate may sometimes collectively be referred to "the Parties." The Parties mutually agree as follows.

INTRODUCTION

The purpose of this Agreement is to comply with the requirements of (i) the Health Insurance Portability and Accountability Act of 1996 ("HIPAA") and the associated regulations, as may be amended; (ii) the HIPAA Privacy Rule codified at, 45 C.F.R. Parts 160 and 164, Subparts A and E, as may be amended; (iii) the HIPAA Security Rule codified at 45 C.F.R. Part 160 and 164, Subpart C, as may be amended; (iv) the Breach Notification Rule, codified at 45 C.F.R. Part 164, Subpart D, as may be amended; (v) the Enforcement Rule codified at 45 C.F.R. Part 160, Subparts C and D, as may be amended; (vi) the Health Information Technology for Economic and Clinical Health Act, Title XIII of the American Recovery and Reinvestment Act of 2009 (the "HITECH Act"); and (vii) the HIPAA Omnibus Final Rule published in the Federal Register at 78 Fed. Reg. 5,566 (Jan. 25, 2013), and effective on March 26, 2013. The HITECH Act provides further protection for the privacy and security of PHI used and disclosed through health information technology. The Privacy, Security, Breach Notification and Enforcement Rules are collectively referred to herein as the "HIPAA Rules." Unless otherwise defined in this Agreement, capitalized terms have the meanings given in the HIPAA Rules and the HITECH Act.

In consideration of the new and continuing obligations under the Services Agreement referenced below and other good and valuable consideration, the parties agree to comply with this Agreement and the requirements of the HIPAA Rules and the HITECH Act as follows:

1. Services. Meridian and Business Associate have entered into an agreement under which Business Associate will perform certain services for Meridian ("the Services Agreement") Under the Services Agreement, Business Associate may create, receive, use, maintain or transmit PHI from or on behalf of Covered Entity in the course of providing certain services (the "Services") for Covered Entity. The Services Agreement is incorporated herein by reference. In the event of a conflict between the terms of the Services Agreement and this Agreement, this Agreement shall control.

2. Permitted Uses and Disclosures. Business Associate may use and/or disclose PHI only as permitted or required by this Agreement, or as otherwise required by law. Business Associate may disclose PHI to, and permit the use of PHI by, its employees, contractors, agents, or other representatives only to the extent directly related to and necessary for the performance of Services under the Services Agreement. Business Associate shall make uses and disclosures, and requests for PHI from Covered Entity, only in a manner consistent with HIPAA's minimum necessary requirements, and no more than the minimum PHI necessary to perform under the

Services Agreement. Business Associate shall not use or disclose PHI in a manner (i) inconsistent with Covered Entity's obligations under the HIPAA Rules or the HITECH Act, or (ii) that would violate the HIPAA Rules or the HITECH Act if disclosed or used in such a manner by Covered Entity. Business Associate may use PHI for the proper management and administration of Business Associate's business and to carry out its responsibilities in accordance with 45 C.F.R. § 164.504(e)(4). Business Associate may not de-identify PHI received from, or created on behalf of Covered Entity without the express written authorization of Covered Entity. Business Associate shall make no use or disclosure of PHI in any manner which is contrary to the interest of Meridian or will cause Meridian harm.

3. **Safeguards for the Protection of PHI.** Business Associate shall conduct an accurate and thorough risk assessment of the potential risks and vulnerabilities to the confidentiality, integrity, and availability of Electronic PHI held by Covered Entity. Business Associate shall comply with the HIPAA Security Rule codified at 45 C.F.R. Part 160 and 164, Subpart C, as may be amended, and with the applicable provisions of the HIPAA Privacy Rule codified at 45 C.F.R. Parts 160 and 164, Subparts A and E, as may be amended, to the extent Business Associate is to carry out any of Covered Entity's obligations under the Privacy Rule.

4. **Reporting and Mitigating the Effect of Unauthorized Uses and Disclosures.** If Business Associate has knowledge of any use or disclosure of PHI not provided for by this Agreement, then Business Associate shall promptly notify Covered Entity in accordance with Section 12. Business Associate shall establish and implement procedures and other reasonable efforts for mitigating, to the extent possible, any harmful effects arising from any improper use and/or disclosure of PHI of which it becomes aware. Furthermore, in the event Business Associate becomes aware of a Security Incident involving PHI, by itself or any of its agents or subcontractors, Business Associate shall notify Covered Entity in writing within ten (10) calendar days, of such Security Incident. Business Associate shall identify the: (i) date of the Security Incident; (ii) scope of the Security Incident; (iii) Business Associate's response to the Security Incident; and (iv) identification of the party responsible for the Security Incident, if known. Covered Entity and Business Associate agree to act together in good faith to take reasonable steps to investigate and mitigate any harm caused by such unauthorized use or Security Incident. For these purposes, a "Security Incident" shall mean the successful unauthorized access, use, disclosure, modification or destruction of information or interference with system operations in an information system.

5. **Data Breach Notification and Mitigation.** Business Associate agrees to promptly notify Covered Entity of any "Breach" of "Unsecured PHI" as those terms are defined by 45 C.F.R. §164.402 (hereinafter a "Data Breach"). The Parties acknowledge and agree that 45 C.F.R. §164.404, as described below in this Section, governs the determination of the date of a Data Breach. Business Associate shall, following the discovery of a Data Breach, promptly notify Covered Entity and in no event later than five (5) calendar days after Business Associate discovers such Data Breach, unless Business Associate is prevented from doing so by 45 C.F.R. §164.412 concerning law enforcement investigations. For purposes of reporting a Data Breach to Covered Entity, the discovery of a Data Breach shall occur as of the first day on which such Data Breach is known to Business Associate or, by exercising reasonable diligence, would have been known to Business Associate. Business Associate shall be considered to have had knowledge of a Data Breach if the Data Breach is known, or by exercising reasonable diligence

would have been known, to any person (other than the person committing the Data Breach) who is an employee, officer or other agent of Business Associate. No later than five (5) calendar days following a Data Breach, Business Associate shall provide Covered Entity with sufficient information to permit Covered Entity to comply with the Data Breach notification requirements set forth at 45 C.F.R. §164.400 et seq. Specifically, if the following information is known to (or can be reasonably obtained by) Business Associate, Business Associate shall provide Covered Entity with: (i) contact information for Individuals who were or who may have been impacted by the Data Breach (e.g., first and last name, mailing address, street address, phone number, email address); (ii) a brief description of the circumstances of the Data Breach, including the date of the Data Breach, date of discovery, and number of Individuals affected by the Data Breach; (iii) a description of the types of unsecured PHI involved in the Data Breach (e.g., names, social security number, date of birth, address(es), account numbers of any type, disability codes, diagnosis and/or billing codes and similar information); (iv) a brief description of what the Business Associate has done or is doing to investigate the Data Breach, mitigate harm to the Individual impacted by the Data Breach, and protect against future Data Breaches; and (v) appoint a liaison and provide contact information for same so that the Covered Entity may ask questions and/or learn additional information concerning the Data Breach. Following a Data Breach, Business Associate shall have a continuing duty to inform Covered Entity of new information learned by Business Associate regarding the Data Breach, including but not limited to the information described in the items above.

6. Use and Disclosure of PHI by Subcontractors, Agents, and Representatives.

Business Associate shall require any subcontractor, agent, or other representative that is authorized to create, receive, maintain, or transmit PHI on behalf of Business Associate to execute a business associate agreement to agree in writing to the same terms set forth herein. Business Associate shall terminate its business associate agreement with any subcontractor, agent or other representative if such subcontractor, agent or representative fails to abide by any material term of such agreement. Such business associate agreement shall identify Covered Entity as a third-party beneficiary with rights of enforcement in the event of any HIPAA violations. Any Agreement with any subcontractor, agent or other representative shall specifically include all of the terms of Paragraph 2 of this Agreement.

7. Individual Rights. Business Associate shall comply with the following Individual rights requirements as applicable to PHI used or maintained by Business Associate:

7.1. Right of Access. Business Associate agrees to provide access to PHI maintained by Business Associate in a Designated Record Set, at the request of Covered Entity, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 C.F.R. §164.524. Such access shall be provided by Business Associate in the time and manner designated by Covered Entity, including, where applicable, access by electronic means pursuant to Section 13405(e) of the HITECH Act.

7.2. Right of Amendment. Business Associate agrees to make any amendment(s) to PHI maintained by Business Associate in a Designated Record Set that Covered Entity directs or agrees to pursuant to 45 C.F.R. §164.526 at the request of Covered Entity or an Individual, and in the time and manner designated by Covered Entity.

7.3. Right to Accounting of Disclosures. Business Associate agrees to document such disclosures of PHI as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. §164.528. Business Associate agrees to provide to Covered Entity or an Individual, in the time and manner designated by Covered Entity, such information collected in order to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. §164.528, as amended by Section 13405(c) of the HITECH Act and any related regulations or guidance issued by HHS in accordance with such provision.

7.4. No Waiver of Privilege. Notwithstanding 7.1, 7.2, and 7.3 above, Business Associate shall not permit access to any record if such access would violate Meridian's or Business Associate's ethical responsibilities or any privileges which Business Associate or Meridian may have under Florida or Federal law. To the maximum extent permitted by law, Meridian hereby reserves and retains any and all privileges which Meridian may have under Florida or Federal law related to the confidentiality of all patient records of Meridian or any attorney-client privilege or any attorney-work product privilege which Meridian may have with respect to Business Associate's performance of its obligations under this section. The parties acknowledge that Meridian retains the right to waive its attorney-client privilege with regard to its own records and to expressly instruct Business Associate to provide access to those records as a result of that waiver. In the event Meridian determines to waive any privilege which it may have, Meridian shall provide Business Associate with written notice of that waiver before Business Associate may act on any such decision.

8. Ownership of PHI. Covered Entity holds all right, title and interest in and to any and all PHI received by Business Associate from, or created or received by Business Associate on behalf of, Covered Entity, and Business Associate does not hold, and shall not acquire by virtue of this Agreement or by virtue of providing any services or goods to Covered Entity in the course of fulfilling its obligations pursuant to this Agreement, any right, title or interest in or to such PHI. Except as specified in this Agreement, Business Associate shall have no right to compile, distribute, make any statistical analysis, or develop any report utilizing any PHI provided to Business Associate under this Agreement nor may Business Associate release any information about PHI or the PHI to any other governmental or private agency or entity without the express written consent of Meridian.

9. Prohibition on Sale of PHI. Business Associate shall not sell or receive any remuneration, direct or indirect, of any kind in exchange for PHI or in exchange for the disclosure of PHI to any public or private agency or entity, except as expressly permitted by this Agreement or by the Services Agreement or by written authorization of Meridian.

10. **Inspection of Books and Records.** If Business Associate receives a request, made by or on behalf of HHS requiring Business Associate to make available its internal practices, books, and records relating to the use and disclosure of PHI to HHS for the purpose of determining compliance of Covered Entity with the Privacy Standards or the Security Standards, then Business Associate shall promptly notify Covered Entity of such request. Except as otherwise set forth below, Business Associate shall make its books and records relating to the use and disclosure of PHI by Covered Entity available to HHS and its authorized representatives for purposes of determining compliance of Covered Entity with the Privacy Standards and Security Standards.

To the extent permitted by law, Covered Entity hereby reserves and retains any and all privileges in which it has an interest under Federal or Florida law including attorney-client privilege or attorney-work product privilege with respect to Business Associate's performance if its obligations under this Agreement and this Section 10. Business Associate, to the maximum extent permitted by law, hereby reserves and retains any and all privileges it may have including all work product or other privileges or rights. If the Services Agreement is for legal services, then this section shall not be construed to require Business Associate to disclose or produce communications subject to the attorney-client, work-product, or other privileges or rights with respect to materials that analyze, evaluate or discuss the legal implication of PHI. Notwithstanding the above, in no event shall Business Associate delay complying with a request of HHS or its authorized representatives if such delay appears reasonably likely to result in any penalty, fine or other liability being levied or imposed upon Covered Entity (such likelihood to be determined in the sole discretion of Covered Entity), and Covered Entity has instructed Business Associate in writing to disclose the information requested by HHS or its authorized representatives. The Parties acknowledge that Covered Entity retains the right to: (i) waive the attorney-client privilege with regard to books and records, and (ii) expressly instruct Business Associate to provide HHS and its authorized representatives with such books and records in the event of such waiver.

11. **Term and Termination.**

11.1. **Term.** This Agreement shall commence on the Effective Date and end with the termination of the Services Agreement unless terminated sooner pursuant to Section 11.2.

11.2. **Termination for Breach by Covered Entity.** As provided for under 45 C.F.R. § 164.504(e)(2)(iii), Covered Entity may immediately terminate this Agreement, all relevant Services Agreement(s) and any related agreements if Covered Entity determines that Business Associate has breached a material term of this Agreement. Alternatively, and in the sole discretion of Covered Entity, Covered Entity may choose to provide Business Associate with written notice of the existence of the breach and provide Business Associate with thirty (30) calendar days to cure said breach upon mutually agreeable terms.

11.3. **Termination by Business Associate.** If Business Associate determines that Covered Entity has breached a material term of this Agreement, then Business Associate shall provide Covered Entity with written notice of the existence of the breach and shall

provide Covered Entity with thirty (30) calendar days to cure said breach upon mutually agreeable terms or end the violation within this thirty (30) day period. Failure by Covered Entity to cure said breach or violation in the manner set forth above shall be grounds for immediate termination of the Services Agreement by Business Associate.

11.4. Effect of Termination. Upon termination of this Agreement, Business Associate shall recover any PHI relating to this Agreement in possession of Business Associate and its subcontractors, agents, or representatives. Business Associate shall return to Covered Entity or destroy all such PHI plus all other PHI relating to this Agreement in its possession, and shall retain no copies. If Business Associate believes that it is not feasible to return or destroy the PHI as described above, Business Associate shall notify Covered Entity in writing. The notification shall include: (i) a written statement that Business Associate has determined that it is infeasible to return or destroy the PHI in its possession, and (ii) the specific reasons for such determination. If the Parties agree that Business Associate cannot feasibly return or destroy the PHI, Business Associate shall ensure that any and all protections, requirements and restrictions contained in this Agreement shall be extended to any PHI retained after the termination of this Agreement, and that any further uses and/or disclosures shall be limited to the purposes that make the return or destruction of the PHI infeasible. If the Parties do not agree that Business Associate cannot feasibly return or destroy the PHI, then Business Associate shall comply with this Paragraph 11.4. If Business Associate refuses to comply with this Paragraph 11.4, then Covered Entity shall treat the refusal as a material breach of this Agreement. In all events, Business Associate further agrees to comply with other applicable state or federal law, which may require a specific period of retention, redaction, or other treatment of such PHI. It is expressly understood that all limitations, restrictions or prohibitions on the use or disclosure of PHI by Business Associate shall continue to exist and shall survive termination of this Agreement for any reason.

12. Notices. Any and all notices and other communications required or permitted to be given under this Agreement shall be: (a) delivered by personal delivery, provided the person to whom delivered signs a receipt; (b) delivered by commercial courier such as Federal Express, provided the person to whom delivered signs a receipt or the commercial courier can verify delivery; (c) sent by overnight U.S. express mail, provided the postal service can verify delivery; (d) sent by registered or certified mail, postage prepaid, provided delivery is actually made; or (e) sent by facsimile, provided the person that sent the notice can verify delivery. All notices shall be sent to the following addresses or to such other addresses as shall be furnished by notice to the other party in accordance with the provisions of this Section 12:

If to Meridian Behavioral
Healthcare, Inc.:

4300 SW 13th Street

Gainesville, FL 32608

Attn: Margarita Labarta, Ph.D.
President/CEO

If to Business Associate:

School Board of Suwannee County

702 Second Street NW

Live Oak, FL 32604

13. Miscellaneous.

13.1. Survival. The respective rights and obligations of the Parties under Section 10 (Inspection of Books and Records), Section 11.4 (Effect of Termination), and Section 13 (Miscellaneous) shall survive termination of this Agreement indefinitely, and those other provisions of this Agreement that apply to rights or obligation of a Party, which continue or arise upon or after the termination of this Agreement shall survive the termination this Agreement to the extent necessary to enforce such rights and obligations and to otherwise effectuate such provisions. It is expressly understood that all limitations, restrictions or prohibitions on the use or disclosure of PHI by Business Associate shall continue to exist and shall survive termination of this Agreement for any reason.

13.2. State Law. In addition to HIPAA and the HITECH Act, Business Associate shall comply with all applicable Florida law related to patient privacy or other privacy restrictions on records of Meridian and federal security and privacy laws.

13.3. Regulatory References. A citation in this Agreement to the Code of Federal Regulations shall mean the cited section as that section may be amended from time to time.

13.4. Amendment. This Agreement may be amended or modified only in a writing signed by the Parties. The Parties agree that they shall negotiate amendments to this Agreement to conform to any changes in the HIPAA Rules as are necessary for Covered Entity to comply with the current requirements of the HIPAA Rules. In addition, in the event that either Party believes in good faith that any provision of this Agreement fails to comply with the then-current requirements of the HIPAA Rules or any other applicable legislation, then such Party shall notify the other Party of its belief in writing. For a period of up to thirty (30) days, the Parties shall address in good faith such concern and amend the terms of this Agreement, if necessary to bring it into compliance. If, after such thirty-day period, the Agreement fails to comply with the HIPAA Rules or any other applicable legislation, then either Party has the right to terminate this Agreement and the Services Agreement upon written notice to the other Party.

13.5. Interpretation. Any ambiguity in this Agreement shall be interpreted to permit compliance with the HIPAA Rules and the HITECH Act and permit compliance with requirements of Florida patient confidentiality law to the extent they are more stringent than HIPAA Rules or the HITECH Act.

Governing Law; Venue. This Agreement shall be governed by and construed in all respects by the laws of the State of Florida. The state court forum for any action commenced under this Agreement shall be in the Circuit Court in and for the Eighth Judicial Circuit of Florida. In the event Federal Court jurisdiction is mandated by some

state or federal law, then venue and jurisdiction shall be The United States District Court in the Northern District of Florida, Gainesville Division.

13.7 No Third Party Beneficiaries. Except as provided in Section 6, nothing express or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than the Parties and the respective successors and permitted assigns of the Parties, any rights, remedies, obligations, or liabilities whatsoever.

13.8 Severability. In the event any provision of this Agreement is held to be unenforceable for any reason, such unenforceability shall not affect the remainder of this Agreement, which shall remain in full force and effect.

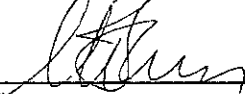
13.9 Assignment. Neither Party may assign this Agreement without the prior written consent of the other.

13.10 Attorney's Fees and Costs. Should legal action be required to enforce the terms of this Agreement, the prevailing Party will be entitled to receive from the other Party all costs incurred in connection with such action, including reasonable attorney, legal assistant, investigator, and other paralegal and clerical fees and costs, including such costs and fees on appeal, if any.

13.11 Binding Effect. The provisions of this Agreement shall be binding upon and shall inure to the benefit of the Parties and their respective heirs, executors, administrators, legal representatives, successors and assigns.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement effective as of the Effective Date.

**MERIDIAN BEHAVIORAL
HEALTHCARE, INC.:**

By: 

Margarita Labarta, Ph.D.
(Print/Type Name of Person Signing)

Its: President/CEO

**SCHOOL BOARD OF
SUWANNEE COUNTY:**

By: _____

Jerry A. Scarborough
(Print/Type Name of Person Signing)

Its: Superintendent of Schools

Chairperson, Suwannee County School Board

"Approved as to Form and Sufficiency
BY _____

Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A. 42-
Suwannee School Board Attorney"



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)
07/07/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Florida, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: PHONE (A/C, No. Ext): 1-877-945-7378 FAX (A/C, No.): 1-888-467-2378 E-MAIL: certificates@willis.com ADDRESS:	
	INSURER(S) AFFORDING COVERAGE INSURER A: Mental Health Risk Retention Group NAIC # 44237 INSURER B: Tokio Marine America Insurance Company 10945 INSURER C: Scottsdale Insurance Company 41297 INSURER D: Wesco Insurance Company 25011 INSURER E: INSURER F:	
INSURED Meridian Behavioral Healthcare, Inc. Attn: Accts. Pay. 4300 SW 13th Street PO Box 141750 Gainesville, FL 326141750		

COVERAGES

CERTIFICATE NUMBER: W476261

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			CCL0002123	07/01/2014	07/01/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
B	AUTOMOBILE LIABILITY			PHPK1198758	07/01/2014	07/01/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
C	UMBRELLA LIAB			XLS0093403	07/01/2014	07/01/2015	EACH OCCURRENCE \$ 2,000,000
	<input checked="" type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> CLAIMS-MADE					AGGREGATE \$ 2,000,000
	<input type="checkbox"/> DED	<input type="checkbox"/> RETENTIONS					\$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WPF1100792-01-14020	06/01/2014	06/01/2015	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liability/Claims Mad			CCL0002123	07/01/2014	07/01/2015	\$1,000,000 Each Claim \$3,000,000 Aggregate

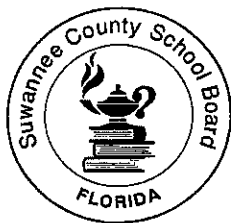
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

School Board of Suwannee County 702 2nd Street NW Live Oak, FL 32064-0000	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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SUWANNEE COUNTY SCHOOL BOARD



Serving The Children Of Our Community

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

JERRY A. SCARBOROUGH
Superintendent of Schools

JERRY TAYLOR
DISTRICT 1

CATHERINE CASON
DISTRICT 2

JULIE ULMER
DISTRICT 3

ED DA SILVA
DISTRICT 4

J. M. HOLTZCLAW
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources *BB*

THRU: Vickie Music DePratter, Chief Financial Officer *For VM*

DATE: October 31, 2014

RE: Agenda Item for the November 18, 2014, Regular Board Meeting

RECOMMENDATION:

Superintendent recommends approval of the following contract.

- a. Contract # 2015-75 between Suwannee County School Board and Florida Learning Alliance, Inc. (RENEWAL)

BACKGROUND:

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

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

This contract period shall be from the date of execution to June 30, 2015, unless otherwise amended/extended by mutual agreement.

I. OBLIGATIONS OF THE CONTRACTOR:

The Florida Learning Alliance, Inc. (FLA, Inc.) agrees to provide the Track Module (formerly known as My-Points.org) and selected services associated with this web-based staff development management system as follows:

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

II. OBLIGATIONS OF THE BOARD:

The Board hereby agrees:

- A. To designate Bill Brothers as district administrator and first line of contact for users.
- B. To designate Mary Ann Chaney as the district representative to serve on the Track Module Advisory Group to evaluate the product and make recommendations for future enhancements.
- C. To pay the district assessment of \$10,179.75 (based on 2013-2014 FEFP Third Calculation figures at \$1.75 per FTE). All invoices are due in thirty (30) days from the date of the invoice.
- D. To cooperate expeditiously in all matters requiring concurrence or approval in order that the contractor will not be unduly delayed in performing contractual obligations.

III. MODIFICATION OF CONTRACT

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

IV. GOVERNING LAW AND VENUE

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

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

V. INDEMNIFICATION

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

VI. SOVEREIGN IMMUNITY

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

VII. PUBLIC RECORDS

To the extent required by §119.0701, Florida Statute (2013), the Parties agree that public records created regarding this agreement shall be made available for requests and retained in accordance with the provisions of law.

VIII. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER MATTERS

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

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

Dr. James A. Surrency, Treasurer, Florida Learning Alliance

Name & Title of Authorized Representative

Signature

October 31, 2014

Date

**IX. SWORN STATEMENT UNDER SECTION 2871/1333(3) (A),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

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

STATE OF Florida

COUNTY OF Leon

Before me, the undersigned authority, personally appeared Mary Bedford, who, being by me first duly sworn, made the following statement:

1. The business address of Florida Learning Alliance (Contractor) is 403 Saint Francis Street, Tallahassee, FL 32301.
2. My relationship to Florida Learning Alliance (Contractor) is Executive Director (relationship such as sole proprietor, partner, president, vice president).
3. I understand a public entity crime as defined in Section 287.133 of the Florida Statutes includes a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or Contract for goods or services to be provided to any public entity or such an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
4. I understand "convicted" or "conviction" is defined by the statute to mean a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.

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

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

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

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

Mary Bedford 9-25-14
Signature/Date

Sworn to and subscribed before me in the state and county first mentioned above on the
25 day of September, 2014.

Julia Mullins
Notary Public

(affix seal)

01/31/16
My Commission Expires



X. CONFLICT OF INTEREST STATEMENT/CERTIFICATION

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

SECTION I

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

Signature

Florida Learning Alliance
Company Name

Dr. James Surrency
Name of Official (Type or Print)

403 Saint Francis Street
Business Address

10/31/14
Date

Tallahassee, FL 32301
City, State, Zip Code

SECTION II

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

Name

Title or Position

Date of Filing

_____	_____	_____
_____	_____	_____
_____	_____	_____

Signature

Company Name

Name of Certifying Official

Business Address

Date

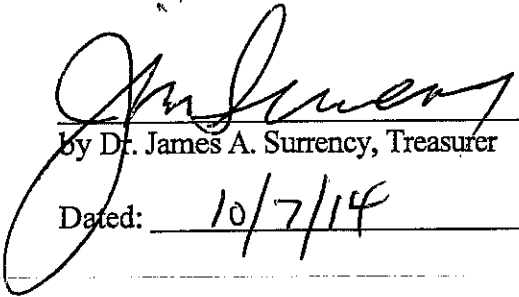
City, State, Zip Code

IN WITNESS WHEREOF, the parties hereto, by the undersigned authorized to bind said parties,
set their hands and seal on this the _____ day of _____, 2014.

APPROVED AND RECOMMENDED FOR SIGNING

Florida Learning Alliance, Inc.

District School Board of Suwannee County


by Dr. James A. Surrency, Treasurer

by Jerry A. Scarborough, Superintendent

Dated: 10/7/14

Dated: _____

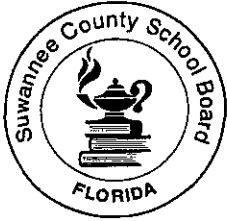
by _____ Chairperson

Dated: _____

“Approved as to Form and Sufficiency

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

SUWANNEE COUNTY SCHOOL BOARD



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JERRY A. SCARBOROUGH
Superintendent of Schools

JERRY TAYLOR
DISTRICT 1

CATHERINE CASON
DISTRICT 2

JULIE ULMER
DISTRICT 3

ED DA SILVA
DISTRICT 4

J. M. HOLTZCLAW
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Janene Fitzpatrick, Director of Curriculum and Instruction *JF*

THRU: Vickie Music, Chief Financial Officer *VM*

DATE: November 7, 2014

RE: Agenda Item for November 18, 2014, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following contract for the 2014-2015 school year.

#2015-76 CASPER, Center for Assessment, Strategic Planning, Evaluation and Research and the Suwannee County School District. (Renewal/Revised)

BACKGROUND:

CASPER, Center for Assessment, Strategic Planning, Evaluation and Research will be the external evaluator for 21st Century Program assisting with data collection, data entry and survey support.

The cost of the service is: Fall: 1 Program Visit (3 Sites) and 1 Interim Report = \$7500.00; Spring: 1 Program Visit (3 Sites) and 1 Interim Reports = \$7500.00; 1 Formative Evaluation Report and Mid-Year Data Reporting = \$5000.00; 1 Summative Evaluation Report and End-of-Year Data Reporting = \$5000.00. The cost of services will be paid by 21st Century Grant.



*CENTER for ASSESSMENT, STRATEGIC
PLANNING, EVALUATION and RESEARCH*

CONTRACT FOR EVALUATION SERVICES

AGREEMENT between:

Suwannee County School District (hereinafter referred to as "**Client**") having its principal place of business at: 702 2nd Street NW, Live Oak, Florida 32064, with the principal contacts being Superintendent Jerry Scarborough (Superintendent of Schools; jascarborough@suwanneeschools.org) and Janene Fitzpatrick (Program Director, janene.fitzpatrick@suwannee.k12.fl.us).

And

Center for Assessment, Strategic Planning, Evaluation and Research, LLC (d.b.a. CASPER) having its principal place of business at 4110 NW 64th Street, Gainesville, Florida 32606 (phone: 352-262-3357; Email: contact@casperfl.com).

WHEREAS CASPER has agreed to provide services to **Client** set out in clause (2) hereof AND the parties have agreed and do hereby agree that the terms of such agreement be put into writing, NOW THEREFORE the parties agree to be bound by the following terms and conditions:

1. The Term

This agreement will commence on the date of execution by all parties and terminate no later than July 31, 2015. This contract is available for renewal based on successful completion of contract services and continued funding under the 21st Century Community Learning Centers initiative until July 31, 2018.

2. Scope of Services

CASPER will perform the services as described within the Scope of Services ("the Service"). Nothing contained in this contract will be construed as or have the effect of constituting a relationship of employer and employee between the parties to this agreement. The **Client** agrees to provide any necessary data to aid in the evaluation process, including quantitative and qualitative data and general descriptive information necessary to complete the evaluation reports (e.g., prior agency success, student data, etc.). In addition, the **Client** agrees to furnish all necessary descriptions of activities and services at each of the identified site locations. The 21st CCLC proposal is firmly rooted in a commitment to continuous improvement, with the cornerstone being a logical process of planning, data collection, analysis, reporting, and refining.



1. **Evaluation Support:** Provide ongoing evaluation training and assistance regarding baseline and follow-up data collection, selection of data elements, data storage, evaluation planning, development of recommendations under CIM, and use of evaluation findings for planning and revising program activities.
2. **Data Collection and Survey Support:** CASPER will provide technical assistance to the Program Director, Site Coordinators, and other requested 21st CCLC staff in data collection, data entry, and survey development for proposed performance indicators (if necessary). CASPER agrees to provide additional assistance with survey development for performance indicators not originally proposed, but for the use of 21st CCLC, so long as the commitment does not exceed 20 hours per annum.
3. **On-Site Evaluation Visits:** Provide at least two site-visits per year, wherein all program sites will be visited at least once per year. CASPER will cover all travel expenses for the two planned visits. Additional visits initiated by CASPER will be provided at no additional cost to Client. Additional evaluation visits requested by Client may be provided at the discretion of CASPER, with travel costs covered by Client in accordance with local and/or state travel regulations.
4. **Formative Evaluation:** A formative evaluation report will be completed once per year (Due February 28, 2015), based on data collected during the Fall enrollment period. The summative evaluation will contain necessary elements to act as a second formative evaluation. Each report will include a review of operational accomplishments and challenges (e.g., hiring staff, student recruitment/retention, partner board, etc.), actual versus proposed operation (e.g., days of operation, attendance), review of objectives, and recommendations for addressing challenges.
5. **Summative Evaluation:** The summative evaluation (Due August 31, 2015) will have additional information on overall program outcomes and more detailed information about those activities and operations with the greatest impact and success. The summative evaluation will encompass the prior academic year and the immediately preceding summer programming, if in operation. The purpose of the summative evaluation is aimed at recording and developing a model that can be applied in other settings. Summative evaluations will include all elements of program operation (e.g., hours, days); activities; enrollment and attendance; measures of academic performance; federal teacher impact surveys; feeder schools; staff information; and partnerships. Recommendations for program refinement will be based on both quantitative and qualitative data.
6. **Feedback and Debriefings:** The process for sharing and distributing information will occur at three levels: (1) administrators, (2) staff members, and (3) stakeholders. Feedback will include written evaluation reports (as above), as well as: (a) Monthly teleconferences, when requested, with the evaluator, program director, principals, and any staff wishing to participate. During these meetings, current data trends and operations will be reviewed with a focus on program improvement and immediate refinement; and (b) support for weekly meetings, when necessary, between the program



director and teachers to explore data to help tailor program offerings to the needs and progress of individual students.

7. **Refinement:** CASPER will assist **Client** with refining and addressing any identified concerns. CASPER will also assist, if requested, with revisions of objectives based on future needs assessments and proposed activities aligned to objectives and needs.
8. **Data Submission:** CASPER will provide assistance and oversight of the federal online submission of 21st CCLC data through the Profile and Performance Information Collection System (PPICS). This is completed in September of the year following operations (e.g., September 2015 will include Summer 2014 and Academic Year 2014-2015). CASPER will provide assistance to the **Client** in ensuring appropriate data is collected throughout the year for final submission to PPICS next year. CASPER will also provide assistance in submitting any necessary data to the Florida Department of Education, if required.
9. CASPER will be available by telephone and email to ensure timely communication necessary to accomplish the required work.

3. Compensation (Evaluation)

The **Client** agrees to compensate CASPER at a fixed rate of \$25,000 for the *Suwannee County School District 21st CCLC Program*. The fixed price contract represents a savings to the **Client**, as standard fees for evaluation services on federal grants are 10% of the total grant. Costs include all stationary, telephone, utilities, and travel expenses for evaluation training and visits as described above. Costs do not include printing, postage, online services, and/or travel in excess of that described above. As per the 21st CCLC application, payment will be provided with the following deliverables:

“The evaluator will provide a Fall program-level visit where at least three sites will be visited, including a debriefing held with Suwannee County SD Administrators and interested stakeholders (via conference call or in-person) and an interim continuous improvement summary report provided within 30 days of the interim visit focused on findings from the visit, operations of the program, and data analysis of any available baseline and progress data collected to date (\$7,500 – payment will be made after submission of the interim report). The evaluator will provide a Spring program-level visit where at least three sites will be visited, including a debriefing held with Suwannee County Administrators and interested stakeholders (via conference call or in-person) and an interim continuous improvement summary report provided within 30 days of the interim visit focused on findings from the visit (\$7,500 – payment will be made after submission of the interim report). The evaluator will provide a detailed formative evaluation report focused on program outcomes at mid-year to assist with the continuous improvement process and help the program understand current progress towards the established objectives (\$5,000 – payment provided upon receipt of the formative evaluation). The evaluator will provide a summative evaluation report focused on program operations and program outcomes at the end of the operational year based on the current US Department of Education and FLDOE



operational year (prior summer and current academic year) (\$5,000 – payment provided upon receipt of the summative evaluation). The evaluator will provide data analysis, interim reports, professional services, and assistance in on-site or off-site training staff on using the continuous improvement model. The evaluator will develop and oversee the collection of both quantitative and qualitative data such as questionnaires, surveys, and observations. Costs include compiling data, completing mid-year and end-of-year reports for FLDOE, compiling and cleaning data for formal reports, analyzing and aggregating site data for submission to FLDOE and USDOE, serving as point of contact for data issues for site coordinator, and providing monthly analysis of any data (upon request of the program director). All data collected will be made available to the FDOE. Evaluator will also submit and/or ensure submission of all required data to FDOE and USDOE through any system developed by the state or federal governments.”

Fall: 1 Program Visits (3 Sites) and 1 Interim Reports = \$7,500

Spring: 1 Program Visits (3 Sites) and 1 Interim Reports = \$7,500

1 Formative Evaluation Report and Mid-Year Data Reporting: \$5,000

1 Summative Evaluation Report and End-of-Year Data Reporting: \$5,000

4. Compensation (Professional Development)

The Client may request **CASPER** to provide professional development to active 21st CCLC staff under this contract. Whereas **CASPER** is a known resource for professional development trainings about 21st CCLC and the afterschool movement, the **Client** agrees to compensate **CASPER** at a fixed rate of \$2,000 for each day of professional development to staff of this grant, if requested. Professional development trainings may include general 21st CCLC trainings and development of high-quality afterschool programs. The **Client** agrees to compensate **CASPER** a fixed rate, as above, to include preparation, travel, and provision of the professional development workshops for 21st CCLC staff. Although fixed price, costs are estimated at 25 hours (15 hours preparation, 10 hours training) at \$150 per hour and \$1,250 for all travel costs. Costs do not include printing. **CASPER** may agree to provide training at a lower negotiated rate under this contract.

The entire cost for professional development sessions must be paid in full prior to provision of services. A separate invoice will be provided to **Client** for each professional development training. The **Client** is responsible for ensuring participation and tracking attendance for reporting to the Florida Department of Education.

5. Meetings

CASPER and the **Client** will attend meetings via telephone, as required or requested, in order to discuss aspects of this agreement and the Services.

6. Expenses

Reasonable expenses (1) when properly and necessarily incurred beyond the scope of this contract and (2) with prior written approval from **Client** will be paid by **Client**. **CASPER** will ensure that expense forms, where appropriate and where provided by **Client** to



CASPER, are completed and delivered to **Client** as soon as practicably possible following the expense actually occurring.

7. Overtime

No minimum hours are promised and no overtime will be paid by **Client** to **CASPER**. **CASPER** agrees to work within the agreed budget specified. At the sole discretion of **CASPER**, additional days or hours may be worked as required to ensure the timely and complete delivery of the project, and, at its own cost, **CASPER** will carry out any steps necessary to make good the quality and suitability of the project deliverables. By exception, and at the request of **Client**, **CASPER** may be requested to work additional hours to meet unforeseen requirements. In this circumstance, additional work will be paid at the rate of \$150.00 per hour, or on a pro rata basis.

8. Warranties / Guarantee

CASPER warrants that it has the necessary expertise, skill and experience to provide the Service and will provide unbiased and independent advice in respect of the Service. **CASPER** warrants that it will comply with representations and descriptions in respect of the Service including, but not limited to, capabilities, performance, completeness, accuracy, characteristics and specification.

CASPER warrants that the Service and any material or materials supplied or obtained by **CASPER** in connection with this agreement will not in any manner or way infringe or violate any third party proprietary rights including but not limited to any copyright, patent, trademark, trade name, registered design, trade secret, proprietary information, contractual, property, employment or non-disclosure rights.

CASPER shall use all resources at **CASPER's** disposal to perform duties as assigned and agreed to by both parties, and shall submit same in good faith. However, no guarantee of continued funding for the **Client** is implied or promised by **CASPER**. In addition, **CASPER** and **Client** recognize that performance of tasks in Section 2 necessitates communication and information exchange between the parties and with funders, and that delay in completing the tasks may occur if there are delays with information exchange. **Client** also recognizes that **Client** is responsible for any acknowledgments and reports to funders, unless otherwise determined by Agreement.

9. Indemnity and Insurance

CASPER will indemnify **Client** against professional loss, damage, costs and expenses which **Client** may incur as a consequence of any act, omission, negligence or default of **CASPER**, its employees, subcontractors, assignees or agents in connection with or in performance of the Services.

10. Ownership



All Intellectual Property Rights, including copyrights, in and to any software, documentation, drawings, data, information, database, writings, or other product created or produced by **CASPER** in performing the Services under this Agreement will be the property **CASPER**. Contingent upon payment for services, **CASPER** hereby authorizes unlimited use, present and future, of any software, documentation, drawings, data, information, database, writings, or other product created or produced exclusively through this Agreement. The **Client** hereby agrees to reference **CASPER** by full name (i.e., **Center for Assessment, Strategic Planning, Evaluation and Research**) when using any said product, either in whole or in part.

This clause in no way limits or transfers the Intellectual Property Rights of the **Client** in and to any software, documentation, drawings, data, information, database, writings, or other product originally owned, purchased, or developed by **Client** and used during the execution of this contract. **CASPER** will not obtain rights in any data, materials, or systems otherwise utilized or provided by **Client** in connection with this agreement. At the request and expense of **Client**, **CASPER** will do all things and sign all documents or instruments reasonably necessary in the opinion of **Client** to enable **Client** to obtain, defend and enforce its rights in any such data, materials or systems. Upon request by **Client**, **CASPER** will promptly deliver to **Client** copies of such data, materials or systems that may be in the possession, custody or control of **CASPER**.

The provisions and requirements of this clause will survive the expiration or termination of this Agreement.

11. Confidentiality

CASPER will maintain as confidential all information obtained under or in connection with this Agreement and will not divulge such information to any person (except to their own employees or subcontractors and then only to those employees or subcontractors who need to know same) without the **Client's** prior written consent.

The **Client** will maintain as confidential all information obtained under or in connection with this Agreement and will not divulge such information to any person (except to their own employees who need to know same) without **CASPER's** prior written consent.

This clause will not extend to information which was rightfully in the possession of **CASPER** or the **Client** prior to the commencement of the negotiations that led to this Agreement, which was already in the public domain or becomes so at a future date (other than as a result of a breach of this clause), or is discoverable under the public record laws of Florida (if applicable).

To the extent required by § 119.0701, Florida Statutes (2013), the Parties agree that public records created regarding this agreement shall be made available for requests and retained in accordance with the provisions of law.



These obligations of confidentiality will survive the expiry or any termination of this agreement.

12. Certification Regarding Debarment and Suspension

As required by Executive Order 12549, the undersigned representative of **CASPER** certifies, to the best of his or her knowledge and belief, that **CASPER** and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

13. Offers of Employment

CASPER will not make any approach to any member of staff of **Client**, nor will **CASPER** offer employment to any of **Client** employees or contractors either during this Agreement or for a period of six months from the termination or expiry of the Agreement.

Client will make no approach or offer relating to employment to any employees or subcontractors of **CASPER** during this agreement.

14. Independence

CASPER and its employees and subcontractors are independent contractors and nothing in this Agreement will render them an agent or partner of **Client**, and **CASPER** will not hold themselves out as such. **CASPER** and its employees and subcontractors will not have any right or power to bind **Client** to any obligation.

CASPER is retained or engaged by **Client** only for the purposes and to the extent set forth in this Agreement. **CASPER's** relation to **Client** will, during the period or periods of this Agreement, be that of an independent contractor and, as such, **CASPER** will be free to



dispose of such portion of its time, energy and skill, when **CASPER** is not obligated under this Agreement, in such a manner as **CASPER** sees fit.

This Agreement will not establish a joint venture, agency or partnership between **Client** and **CASPER** beyond that explicitly detailed in the finalized grant applications funding the services of this Agreement (i.e., external evaluation and staff trainings).

CASPER will not be considered under this Agreement, or otherwise, or in any way, as having the status of employee or being entitled to participate in any plans, schemes, arrangements or distributions by **Client** pertaining to, or in connection with, any person, stock, bonus, profit sharing or other benefits provided ordinarily by **Client** to its employees.

15. Termination

(a) This agreement may be terminated by mutual agreement of **CASPER** and **Client**. With mutual agreement, **Client** will have no liability in respect of costs incurred following the expiration of such notice.

(b) This agreement may be terminated immediately by either party on giving notice in writing to the other, if the other party has a receiver or administrative receiver appointed or passes a resolution for winding up (otherwise than for a bona fide scheme of solvent amalgamation or reconstruction) or a court of competent jurisdiction makes an order to that effect or if the other party becomes subject to an administration order or enters into a voluntary arrangement with its creditors or ceases or threatens to cease to carry on business.

(c) Should **CASPER** or any of its employees or subcontractors or agents commit, in the sole opinion of **Client**, a gross breach of contract or be guilty of gross misconduct, **Client** will be entitled to terminate this agreement immediately.

(d) In the event that **CASPER** or its employees or subcontractors are absent during the Service and, in the sole opinion of **Client**, that **CASPER** has been or will be absent for a period of time unacceptable to **Client**, but not less than 45 calendar days, **Client** will be entitled to terminate this agreement immediately.

(e) Any termination of this agreement, however occasioned will not affect any accrued rights or liabilities of the other party, nor will it affect the coming into force, or the continuance in force, of any provision hereof which is expressly or by implication intended to come into or continue in force on or after such termination.

16. Force Majeure

Notwithstanding anything else contained in this Agreement, neither party will be liable for any delay in performing its obligations herein, if such delay is caused by circumstances beyond its reasonable control (including, without limitation, any delay caused by an act or omission of the other party).

Subject to the party so delaying promptly notifying the other party in writing of the reason for the delay and the likely duration of the delay, the performance of such party's



obligations will be suspended during the period that the said circumstances persist, and such party will be granted an extension of a time period for performance of duties and obligations under this agreement equal to the period of the delay.

This to be the case except where said delay is caused by the act or omission of the other party, in which event the rights, remedies and liabilities of the parties will be as conferred by the other clauses and terms of this Agreement and by law:

- (a) Any costs arising from such delay will be borne by the party incurring the same, and
- (b) either party may, if such delay continues for more than eight weeks, terminate this Agreement on giving notice in writing to the other in which event neither party will be liable to the other by reason of such termination.

17. Waiver of Remedies

No forbearance, indulgence or delay by either party in enforcing the provisions of this Agreement will prejudice or restrict the rights of that party, nor will any waiver of its rights operate as a waiver of any subsequent breach. No right, power or remedy in the Agreement conferred upon or reserved for either party is exclusive of all other rights, powers or remedies available to that party and each such right, power or remedy will be cumulative.

18. Entire Agreement

This Agreement supersedes all prior arrangements, agreements and understandings between the parties. No addition to or modification of any provision of this Agreement will be binding upon the parties unless made by written instrument and signed by an authorized representative of each of the parties.

19. Assignment

Neither party will assign or transfer this Agreement or any of its rights or obligations herein, whether in whole or in part without the prior written consent of the other.

20. Notices

All notices that are required to be given under this agreement will be in writing and will be sent to the address of the appropriate party as set out in this Agreement or such alternative address the recipient may designate by notice given in accordance with the provisions of this clause. Any such notice may be delivered personally, by first class pre paid letter or facsimile transmission and will be deemed to have been served if by hand when delivered, if by first class post 48 hours after posting and if by facsimile transmission when dispatched.

21. Headings

The headings to and numbering of the clauses of this Agreement are for ease of reference only and will not affect the interpretation, application or construction of this Agreement.



22. Law

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

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

This agreement shall constitute the entire agreement between the parties. This agreement may be terminated or renegotiated by either party in accordance with Section 15 of this contract.

CASPER, LLC

Suwannee County School District

Name: Charles E. Byrd, Ph.D.
Title: CEO
Date: 10/15/2015
EIN: 27- 4660705

Name: Jerry Scarborough
Title: Superintendent of Schools
Date:

Name:
Title: Board Chairperson
Date:

/**/**/

**SUWANNEE-
HAMILTON**
TECHNICAL CENTER



MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools
FROM: Walter Boatright, Jr., Suwannee-Hamilton Technical Center
THRU: Vickie Music DePratter, Chief Financial Officer
DATE: November 3, 2014
RE: Agenda Item for November 18, 2014, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following Articulation Agreements between Suwannee-Hamilton Technical Center and Career Pathways:
REVISED/RENEWALS

- #2015-77 District School Board of Taylor County – Administrative Office Specialist, Medical Administrative Specialist
- #2015-78 District School Board of Madison County – Patient Care Technician, Practical Nursing, Commercial Foods & Culinary Arts, Administrative Office Specialist, Digital Design, Medical Administrative Specialist, Early Childhood Education, Administrative Office Specialist, Medical Administrative Specialist,
- #2015-81 District School Board of Hamilton County – Digital Design, Medical Administrative Specialist, Commercial Foods & Culinary Arts, Administrative Office Specialist



Jerry A. Scarborough
October 4, 2013
Page Two

BACKGROUND:

The above listed articulation agreements provide PSAV hours for Hamilton, Madison, and Taylor County High School students.



Suwannee-Hamilton Technical Center

Career Pathway Agreements with District School Board of Taylor County

**Career Pathways: High Schools & Suwannee-Hamilton
Technical Center**

A large, dark, 3D rectangular block, possibly representing a book or a folder, is shown at an angle. The year '2014-2015' is printed in a large, white, sans-serif font on the right side of the block.

2014-2015

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**Career and Technical Education
Suwannee-Hamilton Technical Center & District School Board of Taylor County
Career Pathways Articulation Agreement
2014-2015**

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

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

Student Qualifications

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

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

Procedure

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

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

Conditions of Agreement

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

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

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

High School Career Pathway	Associated Industry Certification	SHTC Program of Study/ Certificate	Assessment	Articulated Credit
Web Development - 9001100 8207310 Introduction to Information Technology - OCP A 9001110 Foundations of Web Design OCP B 9001120 User Interface Design OCP C	MICRO069 – Microsoft Office Specialist ADOBE010 – Dreamweaver ADOBE011 - Flash ADOBE012 - Photoshop	Administrative Office Specialist – PSAV Medical Administrative Specialist – PSAV	Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher.	OTA 0040 Inf Tech Asst (150 hours) OCP A

Terms of Agreement

This Agreement and the policies and allocation of responsibility shall be effective upon being signed by the appropriate School Board Chairperson and School Superintendent as well as the College President and Board of Trustees Chairperson. Additions and deletions may be made at any time upon the mutual agreement of the College President and the District School Board/Superintendent.

This agreement shall be reviewed annually and shall be in effect starting with the last date of approval, until either party, with thirty days written notice, identifies a need for revision or, with ninety days written notice, intent to terminate the agreement at the end of the school/college term.

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

Date

Superintendent,
District School Board of Suwannee County

Date

Chair, District School Board of Suwannee County

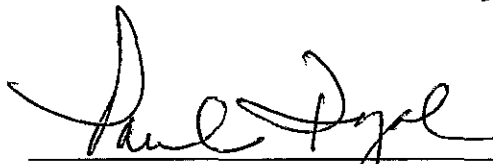
Date

Director, Suwannee-Hamilton Technical Center

APPROVED

OCT 07 2014

10-7-14

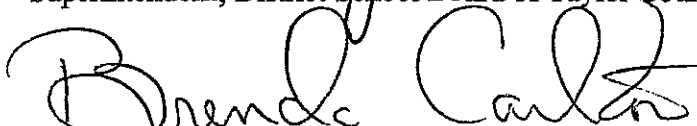


By Taylor County

Date

Superintendent, District School Board of Taylor County

10-7-14



Date

Chair, District School Board of Taylor County

10/13/14

Date



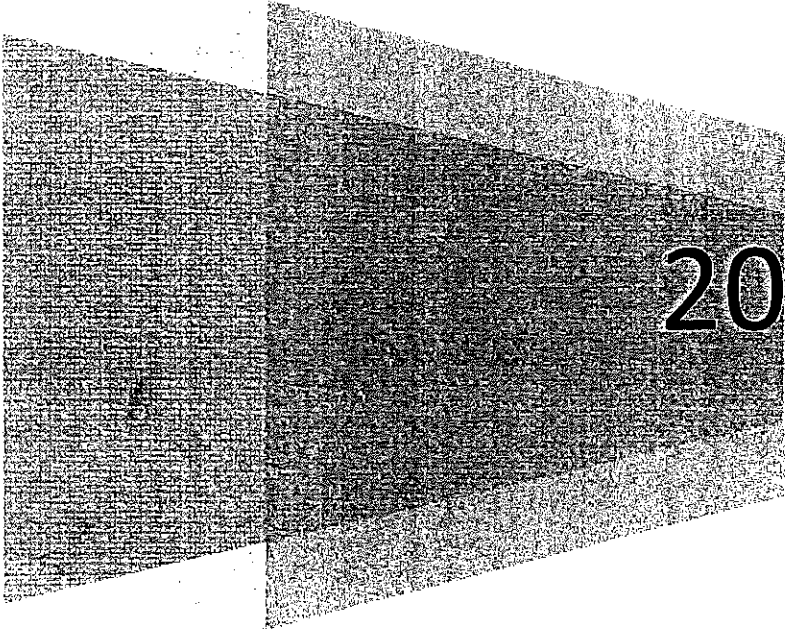
Coordinator, Career & Technical Education, Director
District School Board of Taylor



Suwannee-Hamilton Technical Center

Career Pathway Agreements with District School Board of Madison County

**Career Pathways: High Schools & Suwannee-Hamilton
Technical Center**



2014-2015

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**Career and Technical Education
Suwannee-Hamilton Technical Center & District School Board of Madison County
Career Pathways Articulation Agreement
2014-2015**

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

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

Student Qualifications

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

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

Procedure

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

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

Conditions of Agreement

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

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

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

High School Career Pathway	Associated Industry Certification	SHTC Program of Study/ Certificate	Assessment	Articulated Credit
Allied Health Assisting 8741700 Health Science 1 8741710 Health Science 2 OCP A 8741731 Allied Health 3 OCP B	FDMQA002 – Certified Nursing Assistant	Patient Care Technician –PSAV Practical Nursing - PSAV	Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher.	HSC 003 Health Careers Core (90 hours) OCP A
Culinary Arts - 8800500 8800500 Culinary Arts 1 OCP A 8800510 Culinary Arts 2 OCP B 8800520 Culinary Arts 3 OCP C	NRAEF003 – Certified Professional Food Manager (SERVESAFE)	Commercial Foods & Culinary Arts - PSAV	Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher.	HMV 0100 Food Preparation (300 hours) OCP A
Digital Design - 8209600 8207310 Introduction to Information Technology OCP A 8209510 Digital Design 1 OCP B 8029520 Digital Design 2	MICRO069 – Microsoft Office Specialist ADOBE012 - Photoshop	Administrative Office Specialist – PSAV	Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher.	OTA 0040 Inf Tech Asst (150 hours) OCP A OTA 0030 Assistant Digital production Designer (150 hours) OCP C

Digital Design - 8209600 8207310 Introduction to Information Technology OCP A 8209510 Digital Design 1 OCP B 8029520 Digital Design 2	MICRO069 – Microsoft Office Specialist ADOBE012 - Photoshop	Digital Design – PSAV	Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher.	OTA 0040 Inf Tech Asst (150 hours) OCP A OTA 0024 Production Assistant (150 hours) OCP B
Digital Design - 8209600 8207310 Introduction to Information Technology OCP A 8209510 Digital Design 1 OCP B 8029520 Digital Design 2	MICRO069 – Microsoft Office Specialist ADOBE012 - Photoshop	Medical Administrative Specialist – PSAV	Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher.	OTA 0040 Inf Tech Asst (150 hours) OCP A OTA 0041 Front Desk Specialist (300 hours) OCP B
Early Childhood Education - 8503210 8503211 Early Childhood Education 1 OCP A 8503211 Early Childhood Education 2 OCP B 8503211 Early Childhood Education 3 OCP C	Early Childhood Professional Certificate – CPCP	Early Childhood Education - PSAV	Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher.	HEV 0870 Child Care Worker 1 (150 hours) OCP A HEV 0871 Child Care Worker 2 (150 hours) OCP B HEV0872 Teacher Aide (Preschool) (150 hours) OCP C
Web Development - 9001100 8207310 Introduction to Information Technology - OCP A 9001110 Foundations of Web Design OCP B 9001120 User Interface Design OCP C	MICRO069 – Microsoft Office Specialist ADOBE010 – Dreamweaver ADOBE 011 - Flash ADOBE012 - Photoshop	Administrative Office Specialist – PSAV Medical Administrative Specialist – PSAV	Completion of the high school program of study. Student must receive a grade of “B” or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of “C” or higher.	OTA 0040 Inf Tech Asst (150 hours) OCP A OTA0631 Medical Office Tec (300 hours) OCP C

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

Date

Superintendent,
District School Board of Suwannee County

Date

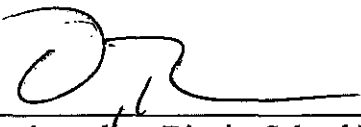
Chair, District School Board of Suwannee County

Date

Director, Suwannee-Hamilton Technical Center

10/14/14

Date



Superintendent, District School Board of Madison County

10/14/14

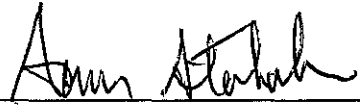
Date



Chair, District School Board of Madison County

10/14/14

Date



Coordinator, Career & Technical Education,
District School Board of Madison



Suwannee-Hamilton Technical Center

Career Pathway Agreements with District School Board of Hamilton County

Career Pathways: High Schools & Suwannee-Hamilton
Technical Center

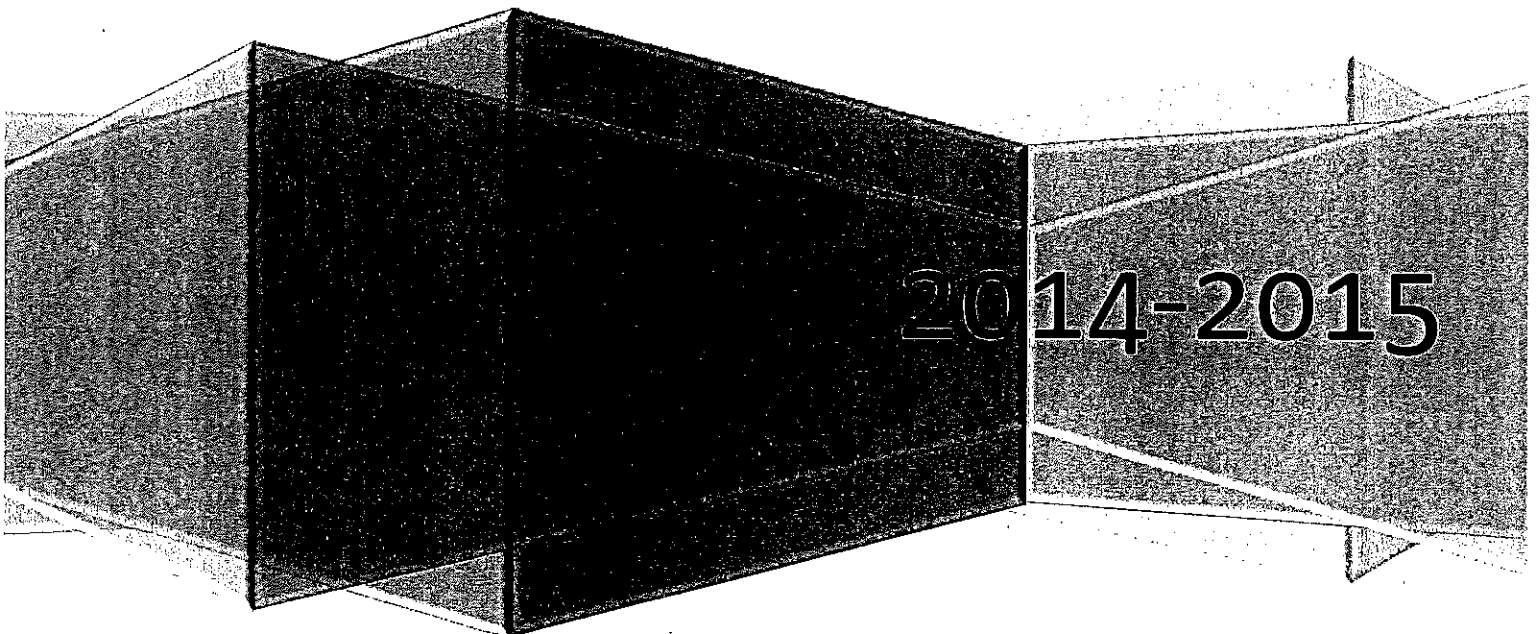


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**Career and Technical Education
Suwannee-Hamilton Technical Center & District School Board of Hamilton County
Career Pathways Articulation Agreement
2014-2015**

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

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

Student Qualifications

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

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

Procedure

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

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

Conditions of Agreement

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

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

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

High School Career Pathway	Associated Industry Certification	SHTC Program of Study/ Certificate	Assessment	Articulated Credit
Culinary Arts - 8800500 8800500 Culinary Arts 1 OCP A 8800510 Culinary Arts 2 OCP B 8800520 Culinary Arts 3 OCP C	NRAEF002 – national Pro-Start Certificate of Achievement	Commercial Foods & Culinary Arts - PSAV	Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher.	HMV 0100 Food Preparation (300 hours) OCP A
Digital Design - 8209600 8209020 Computing for College and Careers OCP A 8209510 Digital Design 1 OCP B 8209520 Digital Design 2	MICRO069 – Microsoft Office Specialist ADOBE012 - Photoshop	Administrative Office Specialist – PSAV	Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher.	OTA 0040 Inf Tech Asst (150 hours) OCP A OTA 0030 Assistant Digital production Designer (150 hours) OCP C
Digital Design - 8209600 8209020 Computing for College and Careers OCP A 8209510 Digital Design 1 OCP B 8209520 Digital Design 2	MICRO069 – Microsoft Office Specialist ADOBE012 - Photoshop	Digital Design – PSAV	Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher.	OTA 0040 Inf Tech Asst (150 hours) OCP A OTA 0024 Production Assistant (150 hours) OCP B

Digital Design - 8209600 8209020 Computing for College and Careers OCP A 8209510 Digital Design 1 OCP B 8209520 Digital Design 2	MICRO069 – Microsoft Office Specialist ADOBE012 - Photoshop	Medical Administrative Specialist – PSAV	Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher.	OTA 0040 Inf Tech Asst (150 hours) OCP A OTA 0041 Front Desk Specialist (300 hours) OCP B Medical Office Tech (300 hours) OCP C
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IN WITNESS WHEREOF, the District Board of Hamilton County, Florida and The District School Board of Suwannee County, and the Director - Suwannee-Hamilton Technical Center, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

Date

Superintendent,
District School Board of Suwannee County

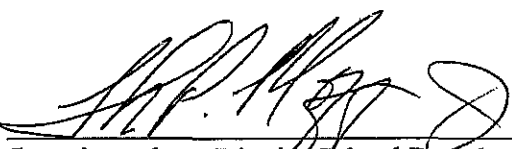
Date

Chair, District School Board of Suwannee County

Date

Director, Suwannee-Hamilton Technical Center

10/13/14
Date




Superintendent, District School Board of Hamilton County

10/13/14
Date



Chair, District School Board of Hamilton County

10-16-14
Date



Coordinator, Career & Technical Education,
District School Board of Hamilton

**SUWANNEE-
HAMILTON**
TECHNICAL CENTER



MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools *WBS*
FROM: Walter Boatright, Jr., Principal, Suwannee-Hamilton Technical Center
THRU: Vickie Music DePratter, Chief Financial Officer *WMS*
DATE: November 3, 2014
RE: Agenda Items for November 18, 2014, Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following agreement renewals:

#2015-79 District Interinstitutional Articulation Cooperative Agreement for Career Pathways. RENEWAL

BACKGROUND:

An articulation between Suwannee-Hamilton Technical Center and Santa Fe College that allows students enrolled in a Career Pathways program to transfer credits to the college.



SCSB 2015-79 (RENEWAL)**District Interinstitutional Articulation Cooperative Agreement
for Career Pathways**

This District Interinstitutional Articulation Cooperative Agreement for Career Pathways (the "Cooperative Agreement") is entered into by and between **The District Board of Trustees of Santa Fe College, Florida** ("Santa Fe College") and the **School Board of Suwannee County** to be effective this 1st day of August, 2014.

**MECHANISMS AND STRATEGIES FOR PROMOTING CAREER PATHWAYS PROGRAMS
OF STUDY****A. Courses and programs available to students eligible for Career Pathways**

1. A Career Pathway is a coherent sequence of rigorous academic and technical courses that prepare students for successful completion of state academic standards and support an accelerated transition to postsecondary coursework in a related career area of interest. A Secondary Career Pathways Student is defined as a career and technical education student who has earned three or more credits in a single career and technical education program and has participated in a locally developed Program of Study that has a written articulation agreement in place which establishes and validates the career pathway. Such is the purpose of this articulation agreement between Santa Fe College and the School Board of Suwannee County, Florida.
2. Courses to be provided by Santa Fe College under this Cooperative Agreement will be mutually agreed upon by Santa Fe College and School Board of Suwannee County and will avoid unnecessary duplication of existing courses at the secondary level. Career Pathways course and program offerings will include those listed in Appendices 1-6, true and correct copies of which are attached hereto and incorporated by reference herein. Appendices 1-6, each entitled "Career Pathways Articulated Program of Study," remain in full force and effect for the full duration of the Cooperative Agreement. Alterations to this list of offerings may be made with mutual written consent of Santa Fe College's Provost and School Board of Suwannee County personnel by way of letter agreement.
3. Santa Fe College will develop a student education plan for each student who has been awarded Career Pathways college credit and has been officially enrolled at Santa Fe College. In order to develop said plan, the student will present a high school transcript, which will be evaluated for purposes of determining college credits to be applied toward an Associate of Arts (A.A.) degree, Associate in Science (A.S.) degree, Associate of Applied Science (A.A.S.) degree, technical certificate, Bachelor of Applied Science (B.A.S.) degree, Bachelor of Science (B.S.) degree or Bachelor of Arts (B.A.) degree. Said Associate of Arts (A.A.) degree, Associate in Science (A.S.) degree, Associate of Applied Science (A.A.S.) degree, technical certificate, Bachelor of Applied Science (B.A.S.) degree, Bachelor of Science (B.S.) degree or Bachelor of Arts (B.A.) degree will be the student's stated education objective.

B. Process for notifying students and parents of the option to participate in Career Pathways Programs

1. Santa Fe College will provide printed, published, electronic, or other information to the secondary schools regarding requirements for participation in, and the educational benefits to be derived from, Career Pathways accelerated programs.
2. The secondary schools, in turn, will utilize printed, published, electronic, or other media to notify students and their parents or guardians of the opportunity to participate in these

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articulated acceleration programs. The secondary schools will additionally provide information, using these same methods, to students and their parents or guardians, of the eligibility criteria for participation in these programs.

3. Eligible Career Pathways students should have transcripts reviewed by the secondary school Career and Technical Education teachers and/or guidance counselors to determine which programs at Santa Fe College are available and appropriate.

C. Process by which students and parents exercise their option to participate

1. Students and the parents or guardians of students wishing to pursue participation in a Career Pathways program should contact their secondary school guidance counselors for information about Career Pathways.
2. Students' intention of pursuing a Career Pathways program of study will be recorded on the district student database.

D. Eligibility criteria for student participation*

1. Comprehensive College Examination:

- a) Secondary students must demonstrate mastery of courses taken with the grade specified in the Program of Study Articulation, have the recommendation of the high school career and technical program instructor and permission of the parent or guardian in order to take a college level final exam. To earn college credit, students must pass the college level final exam.
- b) When students take and pass the exam the course will be entered into the college system and students will receive college credit.
- c) A permanent college transcript with a grade point average where applicable will be generated. Students will not be officially admitted to Santa Fe College or other colleges and universities until all required admissions criteria have been met.

2. Industry Certification

- a) Secondary students must pass the industry certification specified in the Program of Study Articulation in order to earn articulated college credit. Students must also have permission of the parent or guardian in order to have an "A, B or Pass" placed on a permanent college transcript.
- b) The school district Career Pathways coordinator will provide the students' proof of industry certification to the SF Career Pathways coordinator. When the articulated credit is approved by the Career and Technical Education representative, the postsecondary course will be entered into the college system and students will receive college credit.
- c) A permanent college transcript with a grade point average where applicable will be generated. Students will not be officially admitted to Santa Fe College or other colleges and universities until all required admissions criteria have been met.

(*NOTE: Please refer to each Career Pathways Articulated Program of Study for more specific criteria for credit beginning with Appendix 1 on page 5.)

E. Institutional responsibilities for student screening prior to enrollment and monitoring enrolled students

1. The School Board of Suwannee County shall identify those students who have completed Career Pathways courses of study in secondary school and shall so notify Santa Fe College.
2. Santa Fe College will make available advising services to Career Pathways students, as for all Santa Fe College students.

SCSB 2015-79 (RENEWAL)**F. Criteria by which the instructional quality will be maintained**

Santa Fe College shall be responsible for ensuring that the quality of instruction provided Career Pathways students is comparable to that afforded other Santa Fe College students.

G. Cost of Career Pathways

Students who receive Career Pathways credits shall be exempt from the payment of registration and laboratory fees for those postsecondary school classes for which they receive credit according to the articulation agreement.

H. Program review and responsibility for providing student transportation

1. Santa Fe College and School Board of Suwannee County personnel will, on an annual basis, review and revise existing articulated programs of study as needed to keep them aligned with the most current program and course requirements. These programs will also be reviewed and revised to accommodate and adapt to changing labor market trends and demands.
2. Santa Fe College and School Board of Suwannee County personnel will actively seek to develop additional articulated Career Pathways programs of study as new programs are added at the secondary and/or postsecondary levels.
3. The student will be responsible for providing transportation to and from facilities where postsecondary classes are held.

GENERAL PROVISIONS

- A. Nothing herein shall prevent Santa Fe College, which is assigned the responsibility for accepting Career Pathways programs, from contracting with other agencies or entities for the same or similar services as described herein.
- B. For each of the covered Career Pathways programs, all related enrollment projections, FTE reports, cost analysis, and other elements required for the allocation of funds shall be the sole responsibility of each respective party based upon students served at each institution.
- C. Santa Fe College and School Board of Suwannee County agree to share student educational data under conditions consistent with the Family Educational Rights and Privacy Act (FERPA). Either party may initiate requests to share data if it has a legitimate educational interest in the data. The shared information shall be used solely to benefit the Career Pathways program and students by facilitating access to and increasing educational opportunities at both institutions. Each institution will be deemed a school official of the other for purposes of this agreement. Santa Fe College will provide information about the sharing of data in its annual notification to students.
- D. This Cooperative Agreement and the policies and allocation of responsibility shall be effective as of the designated effective date upon being signed by the Chairperson of the School Board of Suwannee County, and the Provost and Vice President of Santa Fe College and, preferably, should be executed before registration for the fall term of the following school year. Additions and deletions must be in writing and signed by the authorized representatives of the parties.
- E. This Cooperative Agreement shall be valid for the 2014-2015 school year. This Cooperative Agreement replaces any previously existing agreements between these parties relating to the Career Pathways program. The approved articulated components are based on the current Santa Fe College course catalog. It is understood that this agreement is subject to review on an annual basis.

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If no party requests modifications or termination of this agreement within the 60 days prior to the anniversary of this Cooperative Agreement, it shall continue for up to two (2) additional 12-month periods.

- F. This Cooperative Agreement does not provide for the following: dual enrollment programs, mechanisms or strategies for improving the need for remediation of high school graduates at Santa Fe College, or mechanisms or strategies for improving the preparation of elementary, middle, and high school teachers.

IN WITNESS WHEREOF, the School Board of Suwannee County and The District Board of Trustees of Santa Fe College, Florida have adopted this Cooperative Agreement and caused it to be executed by their respective chairmen and chief executive officers in accordance with Section 1007.235, F.S., District Interinstitutional Articulation Agreements.

Santa Fe College

School Board of Suwannee County

 9/24/14

Edward Bonahue, Date
Provost and Vice President

Chair Date

Jerry Scarborough, Superintendent Date

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Appendix 1

Career Pathways Articulated Program of Study

In a continuing effort to provide opportunities for secondary school students in the Allied Health Assisting program to transition into Santa Fe College's postsecondary programs listed below, Santa Fe College agrees to award college credit to eligible Suwannee County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program

Allied Health Assisting

Postsecondary Program

Cardiovascular Technology A.S.

Nuclear Medicine A.S.

Radiography A.S.

Respiratory Care A.S.

Suwannee County

Suwannee High School

College

Santa Fe College

I. Articulated Courses

- A. Santa Fe College agrees to award college credit hours or admission points to the postsecondary programs listed above upon demonstration of mastery of competencies in the courses below.
- B. The following high school courses must be maintained with a "B" or better before assessment will be made to award Santa Fe College credit hours and/or admission points:

High School Courses	SF College Courses	College Credits
8417100 Health Science 1 and 8417110 Health Science 2	HSC 2531 Introduction to Human Medical Science (Medical Terminology)	3
8417110 Health Science 2 and 8417131 Allied Health Assisting 3	HSC 1000 Introduction to Health Care	3
2000350 Anatomy and Physiology	BSC 2084 Human Anatomy & Physiology BSC 2084L Human Anatomy & Physiology Lab	3 1
2003340 Chemistry I or 2003350 Chemistry I Honors	CHM 1030 Elements of Chemistry I CHM 1030L Elements of Chemistry I Lab	3 1

- C. Representatives of Santa Fe College's Health Sciences programs will review, at least annually, the content of the high school curriculum, as specified in this agreement, to ensure standardization and attainment of goals.

SCSB 2015-79 (RENEWAL)**II. General Provisions**

Comprehensive College Examination: To receive college credit, students must meet the following criteria:

- A. Students must have a minimum of a "B" average in the high school course(s) designated in this document, pass with a 70% or better the corresponding Health Sciences pre-qualifying examination (provided by Santa Fe College), have the recommendation of the high school career and technical program instructor and permission of the parent or guardian to take a college comprehensive examination for the articulated course(s).
- B. Pass the college comprehensive examination(s) approved by the Health Sciences programs coordinators. The high school instructor and the Santa Fe College programs coordinators will make arrangements through the Career Pathways coordinator to administer the examination once a year. The high school and college faculty will identify course competencies.
- C. Students who score a minimum of 80% for BSC 2084 and CHM 1030, and 85% for HSC 2531 and HSC 1000 on the comprehensive institutional examination(s) will have a letter grade entered into the Santa Fe College system and will receive college credit while in high school. A permanent college transcript with a grade point average will be generated. The exam results will be reported to Santa Fe College's Career Pathways coordinator and Health Sciences programs representatives, and the school district Career Pathways coordinator.
- D. If the credit(s) for the articulated course(s) meet Certificate, A.A., A.A.S., or A.S. degree requirements, they will be applied toward the Certificate, A.A., A.A.S., or A.S. degree. Students will not be officially admitted to Santa Fe College until all required admissions criteria have been met.

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Appendix 2

Career Pathways Articulated Program of Study

In a continuing effort to provide opportunities for secondary school students in the Allied Health Assisting program to transition into Santa Fe College's postsecondary programs listed below, Santa Fe College agrees to award college credit to eligible Suwannee County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Allied Health Assisting

Postsecondary Program
Surgical Technology Certificate

Suwannee County
Suwannee High School

College
Santa Fe College

I. Articulated Courses

- A. Santa Fe College agrees to award college credit hours or admission points to the postsecondary programs listed above upon demonstration of mastery of competencies in the courses below.
- B. The following high school courses must be maintained with a "B" or better before assessment will be made to award Santa Fe College credit hours and/or admission points:

High School Courses	SF College Courses	College Credits
8417100 Health Science 1 and 8417110 Health Science 2	HSC 2531 Introduction to Human Medical Science (Medical Terminology)	3
8417110 Health Science 2 and 8417141 Allied Health Assisting 3	HSC 1000 Introduction to Health Care	3
2000350 Anatomy and Physiology	BSC 2084 Human Anatomy & Physiology BSC 2084L Human Anatomy & Physiology Lab	3 1

- C. Representatives of Santa Fe College's Health Sciences programs will review, at least annually, the content of the high school curriculum, as specified in this agreement, to ensure standardization and attainment of goals.

II. General Provisions

Comprehensive College Examination: To receive college credit, students must meet the following criteria:

- A. Students must have a minimum of a "B" average in the high school course(s) designated in this document, pass with a 70% or better the corresponding Health

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Sciences pre-qualifying examination (provided by Santa Fe College), have the recommendation of the high school career and technical program instructor and permission of the parent or guardian to take a college comprehensive examination for the articulated course(s).

- B. Pass the college comprehensive examination(s) approved by the Health Sciences programs coordinators. The high school instructor and the Santa Fe College programs coordinators will make arrangements through the Career Pathways coordinator to administer the examination once a year. The high school and college faculty will identify course competencies.
- C. Students who score a minimum of 80% for BSC 2084, and 85% for HSC 2531 and HSC 1000 on the comprehensive institutional examination(s) will have a letter grade entered into the Santa Fe College system and will receive college credit while in high school. A permanent college transcript with a grade point average will be generated. The exam results will be reported to Santa Fe College's Career Pathways coordinator, Health Sciences programs representatives, and the school district Career Pathways coordinator.
- D. If the credit(s) for the articulated course(s) meet Certificate, A.A., A.A.S., or A.S. degree requirements, they will be applied toward the Certificate, A.A., A.A.S., or A.S. degree. Students will not be officially admitted to Santa Fe College until all required admissions criteria have been met.

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Appendix 3

Career Pathways Articulated Program of Study

In a continuing effort to provide opportunities for secondary school students in the Automotive Service Technology program to transition into Santa Fe College's postsecondary programs listed below, Santa Fe College agrees to award college credit to eligible Suwannee County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program
Automotive Service Technology

Postsecondary Program
Automotive Service Technology Certificate

Suwannee County
Suwannee-Hamilton Technical
Center

College
Santa Fe College

I. Industry Certification and College Credit

Santa Fe College agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the industry certificate listed below.

- A. Students obtaining the following industry certificate will be awarded credit for the postsecondary course listed below:

Industry Certificate	OCP	SF College Courses	Contact Hours
ASE A4 Suspension and Steering	E	AER 0450 Suspension and Steering I	111
		AER 0452 Suspension and Steering II	24
ASE A5 Brakes	F	AER 0590 Auto Brake Systems I	237
		AER 0591 Auto Brake Systems II	69
ASE A6 Electrical/Electronic Systems	G	AER 0691C Fundamentals of Electrical and Electronics	63
ASE A7 Heating and Air Conditioning	H	AER 0759 Auto Heating and Air Conditioning	135
ASE A8 Engine Performance	I	AER 0892C Engine Performance 1	105
		AER 0893C Engine Performance 2	180

- B. Representatives of Santa Fe College's Automotive Service Technology programs will review this program of study, at least annually, to ensure standardization and attainment of goals.

SCSB 2015-79 (RENEWAL)**II. General Provisions**

To receive college credit, students must meet the following criteria:

- A. Pass the ASE certification. The high school instructor and the Santa Fe College programs coordinator will make arrangements once a year through the Career Pathways coordinator to verify industry certification results. The high school and college faculty will identify course competencies.
- B. Students who pass the ASE certification will have a pass entered into the Santa Fe College system and will receive college credit while in high school. A permanent college transcript will be generated. The proof of industry certification, provided by the school district Career Pathways coordinator, will be reported to Santa Fe College's Career Pathways coordinator and Business programs representatives.
- C. If the credit(s) for the articulated course(s) meet Certificate, A.A., A.A.S., or A.S. degree requirements, they will be applied toward the Certificate, A.A., A.A.S., or A.S. degree. Students will not be officially admitted to Santa Fe College until all required admissions criteria have been met.

SCSB 2015-79 (RENEWAL)

Appendix 4

Career Pathways Articulated Program of Study

In a continuing effort to provide opportunities for secondary school students in the Automotive Service Technology program to transition into Santa Fe College's postsecondary programs listed below, Santa Fe College agrees to award college credit to eligible Suwannee County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Secondary Program

Automotive Service Technology

Postsecondary Program

Automotive Service Management Technology A.A.S.

Suwannee CountySuwannee-Hamilton Technical
Center**College**

Santa Fe College

I. Industry Certification and College Credit

Santa Fe College agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the industry certificate listed below.

- A. Students obtaining the following industry certificate will be awarded credit for the postsecondary course listed below:

Industry Certificate	OCP	SF College Courses	College Credits
A4 Suspension and Steering	E	AER 1498 Auto Steering and Suspension Systems	4
A5 Brakes	F	AER 1598 Auto Brake Systems	3
A6 Electrical/Electronic Systems	G	AER 1698C Auto Electrical Systems AER 1695C Automotive Electronics	3 3
A7 Heating and Air Conditioning	H	AER 1798C Auto Heating and Air Conditioning	3
A8 Engine Performance	I	AER 2698C Automotive Engine Performance	3

- B. Representatives of Santa Fe College's Automotive Service Technology programs will review this program of study, at least annually, to ensure standardization and attainment of goals.

SCSB 2015-79 (RENEWAL)**II. General Provisions**

To receive college credit, students must meet the following criteria:

- A. Pass the ASE certification. The high school instructor and the Santa Fe College programs coordinator will make arrangements once a year through the Career Pathways coordinator to verify industry certification results. The high school and college faculty will identify course competencies.
- B. Students who pass the ASE certification will have a pass entered into the Santa Fe College system and will receive college credit while in high school. A permanent college transcript will be generated. The proof of industry certification, provided by the school district Career Pathways coordinator, will be reported to Santa Fe College's Career Pathways coordinator and Business programs representatives.
- C. If the credit(s) for the articulated course(s) meet Certificate, A.A., A.A.S., or A.S. degree requirements, they will be applied toward the Certificate, A.A., A.A.S., or A.S. degree. Students will not be officially admitted to Santa Fe College until all required admissions criteria have been met.

SCSB 2015-79 (RENEWAL)

Appendix 5

Career Pathways Articulated Program of Study

In a continuing effort to provide opportunities for postsecondary school students in the Automotive Service Technology 1 program to transition into Santa Fe College's postsecondary programs listed below, Santa Fe College agrees to award college credit to eligible Suwannee County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Postsecondary Program
Automotive Service Technology 1

Suwannee County
Suwannee-Hamilton Technical
Center

Postsecondary Program
Automotive Service Technology Certificate

College
Santa Fe College

I. Industry Certification and College Credit

Santa Fe College agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the industry certificate listed below.

- A. Students obtaining the following industry certificate will be awarded credit for the postsecondary course listed below:

Industry Certificate	OCP	SF College Courses	Contact Hours
Any two Automotive Service Excellence (ASE) certificates	A	AER 0010 Automotive Fundamentals	225
		AER 0021C Basic Automotive Service 1	135
		AER 0022 Basic Automotive Service 2	60
ASE A5 Brakes	B	AER 0590 Auto Brake Systems I AER 0591 Auto Brake Systems II	237 69
ASE A4 Suspension and Steering	C	AER 0450 Suspension and Steering I AER 0452 Suspension and Steering II	111 24
ASE A6 Electrical/Electronic Systems	D	AER 0691C Fundamentals of Electrical and Electronics	63
ASE A7 Heating and Air Conditioning	H	AER 0759 Auto Heating and Air Conditioning	135
ASE A8 Engine Performance	I	AER 0892C Engine Performance 1	105
		AER 0893C Engine Performance 2	180

- B. Representatives of Santa Fe College's Automotive Service Technology programs will review this program of study, at least annually, to ensure standardization and attainment of goals.

SCSB 2015-79 (RENEWAL)**II. General Provisions**

To receive college credit, students must meet the following criteria:

- A. Pass the ASE certification. The high school instructor and the Santa Fe College programs coordinator will make arrangements once a year through the Career Pathways coordinator to verify industry certification results. The high school and college faculty will identify course competencies.
- B. Students who pass the ASE certification will have a pass entered into the Santa Fe College system and will receive college credit while in high school. A permanent college transcript will be generated. The proof of industry certification, provided by the school district Career Pathways coordinator, will be reported to Santa Fe College's Career Pathways coordinator and Business programs representatives.
- C. If the credit(s) for the articulated course(s) meet Certificate, A.A., A.A.S., or A.S. degree requirements, they will be applied toward the Certificate, A.A., A.A.S., or A.S. degree. Students will not be officially admitted to Santa Fe College until all required admissions criteria have been met.

SCSB 2015-79 (RENEWAL)

Appendix 6

Career Pathways Articulated Program of Study

In a continuing effort to provide opportunities for postsecondary school students in the Automotive Service Technology 1 program to transition into Santa Fe College's postsecondary programs listed below, Santa Fe College agrees to award college credit to eligible Suwannee County students according to the criteria delineated below. These credit hours may or may not be accepted for transfer credit by other institutions.

Postsecondary Program
Automotive Service Technology 1

Postsecondary Program
Automotive Service Management Technology A.A.S.

Suwannee County
Suwannee-Hamilton Technical
Center

College
Santa Fe College

I. Industry Certification and College Credit

Santa Fe College agrees to award college credit hours or admission points to the secondary programs listed above upon demonstration of mastery of competencies in the industry certificate listed below.

- A. Students obtaining the following industry certificate will be awarded credit for the postsecondary course listed below:

Industry Certificates	OCP	SF College Courses	Credit Hours
Any two Automotive Service Excellence (ASE) certificates	A	AER 1081C Auto Fundamentals and Minor Service	3
ASE A5 Brakes	B	AER 1598 Automotive Brake Systems	3
ASE A4 Suspension and Steering	C	AER 1498 Automotive Steering and Suspension Systems	4
ASE A6 Electrical/Electronic Systems	D	AER 1698C Electrical Systems AER 1695C Automotive Electronics	3 3
A7 Heating and Air Conditioning	H	AER 1798C Auto Heating and Air Conditioning	3
A8 Engine Performance	I	AER 2698C Automotive Engine Performance	3

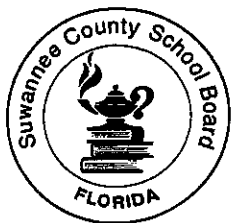
- B. Representatives of Santa Fe College's Automotive Service Technology programs will review this program of study, at least annually, to ensure standardization and attainment of goals.

SCSB 2015-79 (RENEWAL)**II. General Provisions**

To receive college credit, students must meet the following criteria:

- A. Pass the ASE certification. The high school instructor and the Santa Fe College programs coordinator will make arrangements once a year through the Career Pathways coordinator to verify industry certification results. The high school and college faculty will identify course competencies.
- B. Students who pass the ASE certification will have a pass entered into the Santa Fe College system and will receive college credit while in high school. A permanent college transcript will be generated. The proof of industry certification, provided by the school district Career Pathways coordinator, will be reported to Santa Fe College's Career Pathways coordinator and Business programs representatives.
- C. If the credit(s) for the articulated course(s) meet Certificate, A.A., A.A.S., or A.S. degree requirements, they will be applied toward the Certificate, A.A., A.A.S., or A.S. degree. Students will not be officially admitted to Santa Fe College until all required admissions criteria have been met.

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JERRY A. SCARBOROUGH
Superintendent of Schools

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ED DA SILVA
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J. M. HOLTZCLAW
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry Scarborough, Superintendent of Schools

FROM: Vickie Music, Chief Financial Officer *VM*

DATE: September 15, 2014

RE: Agenda Item for November 18, 2014, Regular Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following change to be made to the purchasing cards issued through First Federal Bank of Florida.

1. Issue new card to Mr. Ronald White, Suwannee County School Board Member
2. Cancel previously issued card to Mr. J. M. Holtzclaw, Suwannee County School Board Member

BACKGROUND:

These actions are requested to accommodate School Board Member changes in the district, effective with the official date of elected officials entering and exiting office.

**SUWANNEE-
HAMILTON**
TECHNICAL CENTER



MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools *JAS*
FROM: Walter Boatright, Jr., Principal, Suwannee-Hamilton Technical Center *WBJ*
THRU: Vickie Music DePratter, Chief Financial Officer *MD*
DATE: November 3, 2014
RE: Agenda Items for November 18, 2014, Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following Pharmacy Tech agreement:
NEW

#2015-80 Walgreen Company, Lake City

BACKGROUND:

The above listed agreement will provide clinical observations and training for students enrolled in the Pharmacy Technician program at Suwannee-Hamilton Technical Center.



AFFILIATION AGREEMENT

This Agreement is entered into this 1st day of May, 2015, between the Suwannee County School Board (SCSB) and Walgreen Company, Lake City, Florida (Clinical Site).

Whereas, SCSB, through the Suwannee-Hamilton Technical Center, operates a Pharmacy Technology program for qualified students preparing to be Pharmacy Technicians; and,

Whereas, SCSB and the Clinical Site have agreed jointly to participate in a program in which Pharmacy Technology students may acquire clinical experience at the facilities of the Clinical Site; and,

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

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

Section 1. Duties of Pharmacy Technology Program Director

- 1.1 The Program Director shall design and coordinate a clinical program at the Clinical Site, in cooperation with the Administration at the Clinical Site.
- 1.2 Suwannee-Hamilton Technical Center shall provide to the Clinical Site, not less than six (6) weeks prior to such placement, the number of assigned students, the dates and hours that students will be assigned, the expected level of experience to which students will be assigned, and the expected learning objectives of the students. At the beginning of each placement, the Program Director shall provide the Clinical Site with the names of the assigned students.
- 1.3 Suwannee-Hamilton Technical Center shall retain responsibility for the administration of the Pharmacy Technology Program, its curriculum content, and the assignment, teaching, supervision, and evaluation of the students.
- 1.4 Suwannee-Hamilton Technical Center shall require students to observe all rules, regulations, bylaws, and policies of the Clinical Site, including rules regarding the confidentiality of patient information, as well as all applicable federal and state laws, rules and regulations.
- 1.5 Suwannee-Hamilton Technical Center shall provide, or ensure that students maintain all times during their clinical rotation, liability insurance for students. Upon request, Suwannee-Hamilton Technical Center shall provide satisfactory proof of insurance to the Clinical Site.
- 1.6 Suwannee Hamilton Technical Center agrees to require the student to maintain professional liability insurance with single limit liability coverage of not less than \$1,000,000.00/\$3,000,000.00.
- 1.7 Suwannee-Hamilton Technical Center shall ensure that all students have been properly certified in CPR and educated in universal/standard precautions before assignment to the Placement Site.

- 1.8 Suwannee-Hamilton Technical Center shall ensure that all students, prior to assignment to the Clinical Site, have had a satisfactory physical examination showing freedom from infectious disease and have had such immunizations against communicable diseases as are required by law and the facility. The school shall also provide liability insurance, background checks and finger printing on all students prior to clinical rotations at the healthcare facility.

Section 2. Duties of the Placement Site

- 2.1 The Clinical Site shall retain responsibility for patient care and services provided within and upon the facilities of the Clinical Site.
- 2.2 The Clinical Site shall provide orientation to Pharmacy Technology students and, if necessary, the faculty regarding the Clinical Site's policies and procedures and physical facilities.
- 2.3 The Clinical Site shall provide students with an appropriate quality and variety of learning experiences, including opportunities for student practice and observation, as previously agreed upon between the parties.
- 2.4 The Clinical Site shall provide such learning experiences under the supervision of experienced personnel whose qualifications meet the standards of the School of Pharmacy Technology.
- 2.5 The Clinical Site shall make available to students appropriate physical facilities, including parking, break room, conference rooms, as necessary and available.
- 2.6 The Clinical Site shall cooperate with Suwannee-Hamilton Technical Center in formally evaluating students consistent with the educational objectives and procedures, and shall provide, upon request and within a reasonable time, all reports regarding students and their performance.
- 2.7 The Clinical Site shall allow Suwannee-Hamilton Technical Center faculty to arrange and supervise, if necessary, for a student to make up clinical experience he or she has lost due to an emergency personal situation.

Section 3. Implementation of Program

- 3.1 This Agreement shall be implemented in accordance with all relevant federal and state laws and regulations, including those prohibiting discrimination.
- 3.2 Periodically, but at least once per year, the Director or the Director of the School of Pharmacy Technology, and the Administration at the Clinical Site, or their respective designees, shall meet to ensure the coordination of the clinical rotation program, and to evaluate the Program's accomplishment of its clinical objective. Minutes of the meeting shall be kept to document any recommended changes.

Section 4. Costs and Fees

- 4.1 It is understood that the general purpose of this Agreement is educational, and no monetary remuneration is involved because of the mutual benefits inherent in the School of Pharmacy Technology Program.
- 4.2 Neither party may create any financial obligation for the other party without the prior written agreement of both parties hereto.
- 4.3 The Clinical Site shall not be responsible for any compensation, meals, travel, medical or other incidental expenses incurred by students in connection with this Agreement.
- 4.4 Suwannee-Hamilton Technical Center shall be responsible for all obligations imposed by the workers' compensation laws of the state of Florida for any injury or disability sustained by Suwannee-Hamilton Technical Center faculty by reason of accident or occupational disease, even if sustained in the Clinical Site's premises.
- 4.5 Suwannee-Hamilton Technical Center shall ensure that students have, prior to assignment to the Clinical Site, health insurance coverage. Any injury or illness arising from student's clinical rotations under this Agreement shall be the responsibility of the students.

Section 5. Liability of Parties

- 5.1 Nothing in this Agreement shall be construed to create a joint venture, agency or other legal relationship between Suwannee-Hamilton Technical Center and the Clinical Site which could result in either party being responsible or liable for the acts or omissions of the other party.
- 5.2 Nothing in this Agreement shall be construed to create an employer/employee relationship between Suwannee-Hamilton Technical Center students and the Clinical Site.
- 5.3 Nothing contained in this agreement is intended to serve as a waiver of sovereign immunity by any party to which sovereign immunity may be applicable.

Section 6. Other Affiliations

- 6.1 This Agreement shall not create an exclusive arrangement between Suwannee-Hamilton Technical Center and the Clinical Site. It is agreed that Suwannee-Hamilton Technical Center and the Clinical Site may have in place or may enter into other educational programs and affiliation agreements with other institutions.

Section 7. Term and Termination

- 7.1 The term of this Agreement shall begin on the date specified above and shall continue until terminated as herein provided.

- 7.2 This Agreement may be terminated by either party, with or without cause, by giving one hundred eighty (180) days prior written notice to the other party. The Clinical Site agrees to make its best efforts to ensure that any termination under this Subsection shall not take effect until students assigned to the Clinical Site have completed their clinical rotation.
- 7.3 This Agreement may be terminated immediately by either party upon the occurrence of any of the following:
- (a) Either party's facilities are destroyed to such an extent that the program cannot be carried out adequately;
 - (b) Either party loses its license or accreditation; or
- Either party is in default under any of the terms of this Agreement and fails to cure such default within sixty (60) days after receiving written notice of such default for the other party.

Section 8. Request for Withdrawal of Student

- 8.1 The Clinical Site has the right to request that Suwannee-Hamilton Technical Center withdraw any student from its facilities whose conduct or work with patients or personnel is not, in the opinion of the Clinical Site, in accordance with acceptable standards of performance.
- 8.2 Suwannee-Hamilton Technical Center may at any time withdraw any student whose progress, conduct or work does not meet the standards of Suwannee-Hamilton Technical Center for continuation in the program.

Section 9. Amendments

- 9.1 This document contains the entire agreement between the parties hereto and supersedes all prior oral or written agreements with respect to the matter provided herein.
- 9.2 No amendment, modification or waiver of this Agreement shall be valid or binding unless set forth in writing and duly executed by the parties hereto.

Section 10. Indemnification

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

Section 11. Governing Law and Venue

- 11.1 This agreement will be governed by and construed in accordance with the laws of the state of Florida. In the event of any litigation arising from this Agreement, the Parties agree that the exclusive state court forum for said litigation shall be in Suwannee County, in the court of appropriate jurisdiction.
- 11.2 The parties hereby knowingly, voluntarily and intentionally waive any right they may have to a trial by jury with respect to any litigation related to or arising out of, under, or in conjunction with this Agreement.

Section 12. Public Records

- 12.1 To the extent required by §119.0701, Florida Statute (2013), the Parties agree that public records created regarding this agreement shall be made available for requests and retained in accordance with the provisions of law.

In Witness Whereof, this Agreement is executed as of the day and year first above written.

**Suwannee County School Board
702 2nd Street, NW
Live Oak, Florida 32064**

**Walgreen Company
2094 West US Highway 90
Lake City, FL 32055
Attn: Henry Gonzalez**

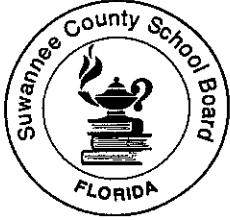
By: _____
**Jerry A. Scarborough
Superintendent of Schools**

By: _____

By: _____
**Chairperson
Suwannee County School Board**

By: _____

SUWANNEE COUNTY SCHOOL BOARD



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DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Janene Fitzpatrick, Director of Curriculum and Instruction

DATE: November 6, 2014

RE: Agenda Item for the November 18, 2014, Regular Board Meeting

RECOMMENDATION:

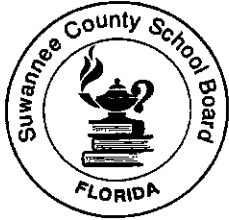
Discussion and possible action on the following resolution for the 2014-2015 school year:

#2015-05R Resolution on Accountability for Suwannee County School Board
(Note: The resolution is on the November 18, 2014, Workshop Agenda for discussion.) *(New)*

BACKGROUND:

The School Board of Suwannee County, Florida, calls on the Governor of Florida, the Florida Department of Education, and the State Legislature to provide a three year transition to July 1, 2017, for full implementation of Florida Standards and Accountability.

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LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Mark A. Carver, Director of Facilities

THRU: Vickie Music DePratter, Chief Financial Officer

DATE: November 3, 2014

RE: Agenda Item for November 18, 2014, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the Certificate of Final Completion and final payment of Bid #14-204 to Parrish McCall for the Suwannee Primary School Additions and Remodeling of Select Areas. Final project cost \$1,174,955.00

BACKGROUND:

All work has been completed and all required close-out documents have been received from Parrish-McCall Constructors, Inc. A summary of all costs and change orders is attached. The original contract amount of \$1,117,777.00 was increased by \$57,178.00 due to various change orders, which are described and listed at the end of the attached Application and Certificate of Payment.

APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702

PAGE ONE OF PAGES

To Owner.: Suwannee County School Board
702 2nd Street NW
Live Oak, Florida 32064

PROJECT: Suwannee Primary School Reno
1625 Walker Avenue SW
Live Oak, Florida 32064

APPLICATION NO: 6 (ret)
PERIOD TO: 10/31/2014
PROJECT NOS.: 3-14-009
CONTRACT DATE: April 22, 2014

From Contractor.: Parrish-McCall Constructors, Inc.
3455 SW 42nd Avenue
Gainesville, FL 32608

VIA ARCHITECT: Architects RZK, Inc.
600 Florida Avenue, Ste 202
Cocoa, Florida 32922

Distribution to:
☒ OWNER
☒ ARCHITECT
☐ CONTRACTOR

CONTRACT FOR: General Construction

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$1,117,777.00

2. Net change by Change Orders \$57,178.00

3. CONTRACT SUM TO DATE (Line 1 + 2) \$1,174,955.00

4. TOTAL COMPLETED & STORED TO DATE \$1,174,955.00
(Column G on G703)

5. RETAINAGE:

a. N/A % of Completed Work \$0.00
(Columns D + E on G703)

b. N/A % of Stored Material \$0.00
(Columns F on G703)

Total Retainage (Line 5a + 5b or
Total in Columns I on G703) \$0.00

6. TOTAL EARNED LESS RETAINAGE \$1,174,955.00
(Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT
(Line 6 from prior certificate) \$1,172,528.60

8. CURRENT PAYMENT DUE \$2,426.40

9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6) \$0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$57,178.00	\$0.00
Total approved this Month	\$0.00	\$0.00
Totals	\$57,178.00	\$0.00
NET CHANGES by Change Order	\$57,178.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the work covered by this application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous certificates for payment were issued and payments received from the Owner, and that current payment shown herein is now due.

By: Chris Shepard, Project Manager

Date: 10.31.14

State of Florida
County of Alachua

Subscribed and sworn to before
me this 31st day of October 2014

Notary Public
My Commission Expires: 11/5/2016

Chelsea Wendlandt



CONTRACTORS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the work has progressed as indicated, the quality of the work is in accordance with the Contract Documents and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 2,426.40

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

Architect: Architects RZK, Inc.

By: [Signature] Date: 11.3.2014

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract



AIA DOCUMENT G702 APPLICATION AND CERTIFICATE FOR PAYMENT 1992 EDITION
AVENUE, N.W., WASHINGTON, D.C. 20006-5292

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THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK

G702-1992

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Suwannee Primary School Renovation		AIA DOCUMENT G703		Application No. 0006				
CONTINUATION SHEET		Parrish-McCall Constructors, Inc.		10/31/2014				
				Project Number: 3-14-009				
B	C	D	E	F	G		H	I
Description of Work	Scheduled Value	Previous Applications	This Period	Materials Presently Stored, Not in D or E	Completed & Stored to Date D + E + F	% G / C	Balance to Finish	Retainage
Division 1 - Mobilization								
Mobilization (Trailer, Fencing, Power & Water)	\$ 1,561.00	\$ 1,561.00	\$ -	\$ -	\$ 1,561.00	100%	\$ -	\$ -
Preconstruction / Submittals	\$ 8,000.00	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	100%	\$ -	\$ -
Builders Risk	\$ 2,335.00	\$ 2,335.00	\$ -	\$ -	\$ 2,335.00	100%	\$ -	\$ -
General Liability Insurance	\$ 2,969.00	\$ 2,969.00	\$ -	\$ -	\$ 2,969.00	100%	\$ -	\$ -
Performance & Payment Bond	\$ 9,385.00	\$ 9,385.00	\$ -	\$ -	\$ 9,385.00	100%	\$ -	\$ -
General Conditions	\$ 54,694.00	\$ 54,694.00	\$ -	\$ -	\$ 54,694.00	100%	\$ -	\$ -
Punchlist	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	100%	\$ -	\$ -
Final Cleaning	\$ 3,278.00	\$ 3,278.00	\$ -	\$ -	\$ 3,278.00	100%	\$ -	\$ -
Division 2 - Demolition								
Demolition - Core (Interior)	\$ 80,899.00	\$ 80,899.00	\$ -	\$ -	\$ 80,899.00	100%	\$ -	\$ -
Demolition - Core (Exterior)	\$ 57,500.00	\$ 57,500.00	\$ -	\$ -	\$ 57,500.00	100%	\$ -	\$ -
Demolition - Admin (Interior)	\$ 25,000.00	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00	100%	\$ -	\$ -
Demolition - Admin (Exterior)	\$ 12,500.00	\$ 12,500.00	\$ -	\$ -	\$ 12,500.00	100%	\$ -	\$ -
Division 3 - Concrete								
Concrete - Core	\$ 52,686.00	\$ 52,686.00	\$ -	\$ -	\$ 52,686.00	100%	\$ -	\$ -
Concrete - Admin	\$ 12,000.00	\$ 12,000.00	\$ -	\$ -	\$ 12,000.00	100%	\$ -	\$ -
Termite Treatment	\$ 780.00	\$ 780.00	\$ -	\$ -	\$ 780.00	100%	\$ -	\$ -
Division 4 - Masonry								
Masonry - Core	\$ 97,129.00	\$ 97,129.00	\$ -	\$ -	\$ 97,129.00	100%	\$ -	\$ -
Tie Beams / Bond Beams - Core	\$ 13,295.00	\$ 13,295.00	\$ -	\$ -	\$ 13,295.00	100%	\$ -	\$ -
Masonry - Admin	\$ 11,705.00	\$ 11,705.00	\$ -	\$ -	\$ 11,705.00	100%	\$ -	\$ -
Tie Beams / Bond Beams - Admin	\$ 6,500.00	\$ 6,500.00	\$ -	\$ -	\$ 6,500.00	100%	\$ -	\$ -
Core Fill Cell Foam Insulation	\$ 1,016.00	\$ 1,016.00	\$ -	\$ -	\$ 1,016.00	100%	\$ -	\$ -
Division 5 - Steel								
Structural Steel - Core	\$ 65,376.00	\$ 65,376.00	\$ -	\$ -	\$ 65,376.00	100%	\$ -	\$ -
Structural Steel - Admin	\$ 9,500.00	\$ 9,500.00	\$ -	\$ -	\$ 9,500.00	100%	\$ -	\$ -
Division 6 - Woods & Plastics								
Doors, Frames and Hardware	\$ 45,302.00	\$ 45,302.00	\$ -	\$ -	\$ 45,302.00	100%	\$ -	\$ -
Division 7 - Thermal & Moisture Protection								
Roofing - Core (Modified Bit)	\$ 92,772.00	\$ 92,772.00	\$ -	\$ -	\$ 92,772.00	100%	\$ -	\$ -
Roofing - Admin (Metal with Gutters & Col. Boxes)	\$ 17,425.00	\$ 17,425.00	\$ -	\$ -	\$ 17,425.00	100%	\$ -	\$ -
Division 8 - Windows & Storefronts								
Windows & Storefront - Core	\$ 31,143.00	\$ 31,143.00	\$ -	\$ -	\$ 31,143.00	100%	\$ -	\$ -
Windows & Storefront - Admin	\$ 6,450.00	\$ 6,450.00	\$ -	\$ -	\$ 6,450.00	100%	\$ -	\$ -
Division 9 - Finishes								
Gypsum Board Assemblies - Core	\$ 13,347.00	\$ 13,347.00	\$ -	\$ -	\$ 13,347.00	100%	\$ -	\$ -
Gypsum Board Assemblies - Admin	\$ 20,500.00	\$ 20,500.00	\$ -	\$ -	\$ 20,500.00	100%	\$ -	\$ -
Stucco - Core	\$ 1,138.00	\$ 1,138.00	\$ -	\$ -	\$ 1,138.00	100%	\$ -	\$ -
Stucco - Admin	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	100%	\$ -	\$ -
Acoustical Ceilings - Core	\$ 18,412.00	\$ 18,412.00	\$ -	\$ -	\$ 18,412.00	100%	\$ -	\$ -
Acoustical Ceilings - Admin	\$ 7,500.00	\$ 7,500.00	\$ -	\$ -	\$ 7,500.00	100%	\$ -	\$ -
Flooring - Core	\$ 29,325.00	\$ 29,325.00	\$ -	\$ -	\$ 29,325.00	100%	\$ -	\$ -
Flooring - Admin	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	100%	\$ -	\$ -
Painting - Core	\$ 5,929.00	\$ 5,929.00	\$ -	\$ -	\$ 5,929.00	100%	\$ -	\$ -
Painting - Admin	\$ 4,500.00	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00	100%	\$ -	\$ -

Suwannee Primary School Renovation		AIA DOCUMENT G703				Application No. 0006					
CONTINUATION SHEET		Parrish-McCall Constructors, Inc.				10/31/2014					
						Project Number: 3-14-009					
B	C	D	E	F	G	H	I				
Description of Work	Scheduled Value	Previous Applications	This Period	Materials Presently Stored, Not in D or E	Completed & Stored to Date D + E + F	% G / C	Balance to Finish	Retainage			
Division 10 - Specialties											
Miscellaneous Specialties	\$ 15,786.00	\$ 15,786.00	\$ -	\$ -	\$ 15,786.00	100%	\$ -	\$ -			
Toilet & Bath Accessories	\$ 1,172.00	\$ 1,172.00	\$ -	\$ -	\$ 1,172.00	100%	\$ -	\$ -			
Signage	\$ 2,298.00	\$ 2,298.00	\$ -	\$ -	\$ 2,298.00	100%	\$ -	\$ -			
Division 12 - Casework / Millwork											
Casework / Millwork - Core	\$ 16,433.00	\$ 16,433.00	\$ -	\$ -	\$ 16,433.00	100%	\$ -	\$ -			
Casework / Millwork - Admin	\$ 10,500.00	\$ 10,500.00	\$ -	\$ -	\$ 10,500.00	100%	\$ -	\$ -			
Division 22 - Plumbing											
Plumbing	\$ 24,904.00	\$ 24,904.00	\$ -	\$ -	\$ 24,904.00	100%	\$ -	\$ -			
Plumbing Demolition	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	100%	\$ -	\$ -			
Division 23 - Mechanical											
HVAC - Core	\$ 45,320.00	\$ 45,320.00	\$ -	\$ -	\$ 45,320.00	100%	\$ -	\$ -			
HVAC - Admin	\$ 13,500.00	\$ 13,500.00	\$ -	\$ -	\$ 13,500.00	100%	\$ -	\$ -			
HVAC Controls - Core	\$ 14,580.00	\$ 14,580.00	\$ -	\$ -	\$ 14,580.00	100%	\$ -	\$ -			
HVAC Controls - Admin	\$ 2,900.00	\$ 2,900.00	\$ -	\$ -	\$ 2,900.00	100%	\$ -	\$ -			
Division 26 - Electrical											
Electrical - Core	\$ 96,999.00	\$ 96,999.00	\$ -	\$ -	\$ 96,999.00	100%	\$ -	\$ -			
Electrical - Admin	\$ 28,000.00	\$ 28,000.00	\$ -	\$ -	\$ 28,000.00	100%	\$ -	\$ -			
Division 31 - Sitework											
Sitework - Core	\$ 5,034.00	\$ 5,034.00	\$ -	\$ -	\$ 5,034.00	100%	\$ -	\$ -			
Sitework - Admin	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	100%	\$ -	\$ -			
Original Base Contract Cost:	\$ 1,117,777.00	\$ 1,117,777.00	\$ -	\$ -	\$ 1,117,777.00	100.00%	\$ -	\$ -			
Owner Change Orders											
*OCO 001 - Multiple Changes											
** PCO 001 - Use Square Edge in Lieu of Tegular ACT	\$ (2,580.00)	\$ (2,580.00)	\$ -	\$ -	\$ (2,580.00)	100%	\$ -	\$ -			
** PCO 002 - Patch, Repair and Paint Existing Fascia	\$ 29,381.00	\$ 29,381.00	\$ -	\$ -	\$ 29,381.00	100%	\$ -	\$ -			
** PCO 004 - Resize Type "D" Window Frame	\$ 339.00	\$ 339.00	\$ -	\$ -	\$ 339.00	100%	\$ -	\$ -			
** PCO 007 - Added Fire Damper	\$ 307.00	\$ 307.00	\$ -	\$ -	\$ 307.00	100%	\$ -	\$ -			
** PCO 009 - Multiple Door and Hardware Changes	\$ 3,685.00	\$ 3,685.00	\$ -	\$ -	\$ 3,685.00	100%	\$ -	\$ -			
** PCO 012 - Apply Texture to Admin Walls	\$ 2,339.00	\$ 2,339.00	\$ -	\$ -	\$ 2,339.00	100%	\$ -	\$ -			
*OCO 002 - Multiple Flooring Changes											
** PCO 011 - Multiple Flooring Changes	\$ 7,449.00	\$ 7,449.00	\$ -	\$ -	\$ 7,449.00	100%	\$ -	\$ -			
*OCO 003 - Multiple Changes											
** PCO 003 - Increase Wall Height at Doorways	\$ 2,364.00	\$ 2,364.00	\$ -	\$ -	\$ 2,364.00	100%	\$ -	\$ -			
** PCO 005 - RFI 005 - Bond Beams ILO Tie Beams	\$ (4,184.00)	\$ (4,184.00)	\$ -	\$ -	\$ (4,184.00)	100%	\$ -	\$ -			
** PCO 006 - Modify Existing CMU / Footing	\$ 1,039.00	\$ 1,039.00	\$ -	\$ -	\$ 1,039.00	100%	\$ -	\$ -			
** PCO 013 - RFI 22 - Added Horn Strobe Device	\$ 738.00	\$ 738.00	\$ -	\$ -	\$ 738.00	100%	\$ -	\$ -			
** PCO 014 - RFI 27 - Added Fire Dampers	\$ 809.00	\$ 809.00	\$ -	\$ -	\$ 809.00	100%	\$ -	\$ -			
** PCO 015 - Additional Concrete Sidewalks	\$ 2,650.00	\$ 2,650.00	\$ -	\$ -	\$ 2,650.00	100%	\$ -	\$ -			
** PCO 016 - Additiona Door Hardware (Pulls)	\$ 7,928.00	\$ 7,928.00	\$ -	\$ -	\$ 7,928.00	100%	\$ -	\$ -			

Suwannee Primary School Renovation		AIA DOCUMENT G703			Application No. 0006			
CONTINUATION SHEET		Parrish-McCall Constructors, Inc.			10/31/2014			
					Project Number: 3-14-009			
B	C	D	E	F	G		H	I
Description of Work	Scheduled Value	Previous Applications	This Period	Materials Presently Stored, Not in D or E	Completed & Stored to Date D + E + F	% G / C	Balance to Finish	Retainage
*OCO 004 - Multiple Changes								
** PCO 17A - RFI 031 - Transfer Duct	\$ 1,261.00	\$ 1,261.00	\$ -	\$ -	\$ 1,261.00	100%	\$ -	\$ -
** PCO 17B - RFI 031 - Ductwork Around VTU	\$ 2,253.00	\$ 2,253.00	\$ -	\$ -	\$ 2,253.00	100%	\$ -	\$ -
** PCO 018 - Modify Circulation Desk / Book Return	\$ 1,400.00	\$ -	\$ 1,400.00	\$ -	\$ 1,400.00	100%	\$ -	\$ -
Total Owner Change Orders Added Value:	\$ 57,178.00	\$ 55,778.00	\$ 1,400.00	\$ -	\$ 57,178.00	100.00%	\$ -	\$ -
Adjusted Contract Cost with Changes:	\$ 1,174,955.00	\$ 1,173,555.00	\$ 1,400.00	\$ -	\$ 1,174,955.00	100.00%	\$ -	\$ -

FLORIDA DEPARTMENT OF EDUCATION
Office of Educational Facilities

CERTIFICATE OF FINAL INSPECTION

TO: Office of Educational Facilities (OEF) 325 West Gaines Street, Room 1054 Tallahassee, Florida 32399-0400 (850) 245-0494, Fax (850) 245-0494 or (850) 245-9304	OEF USE ONLY
INSTRUCTIONS: Submit for OEF files one copy of the completed form for all projects with construction costs exceeding \$300,000. Mark the appropriate term within the parentheses. Reproduce this form in sufficient quantity for your use. Section 1013.37(2)(c), F.S.	

RE: OEF #2384-01

Suwannee County School Board

Suwannee Primary School

OEF Assigned Project Number

(X School District ☐ Community College)

(X School Name ☐ Campus)

(X School ☐ College) Code Number

Remodel & Additions

Description of Project

SECTION A: BOARD'S ACCEPTANCE

Upon the recommendation of our Project (☐ Architect ☐ Engineer) in his certification in Section B below, in accordance with Chapter 1013, F.S., THE BOARD ACCEPTED the above-referenced project on _____.

_____ JERRY A. SCARBOROUGH
Name (Type or Print) _____
SUPERINTENDENT OF SCHOOLS
Signature: _____ Date: _____
(☐ Superintendent ☐ President)

SECTION B: (X ARCHITECT ☐ ENGINEER) CERTIFICATION

As PROJECT (X ARCHITECT ☐ ENGINEER), I have inspected this project and, in my considered professional opinion, the work required by the contract for this project has been completed in accordance with approved contract documents; Chapter 1013, Florida Statutes, Rule 6A-2.0010, FAC, Chapter 553, FS, and the Florida Building Code.

Signature: _____ JOHN C. ZWICK Date: 11/3/2014

Firm Name: ARCHITECTS RZK, Inc.

Address: 600 Florida Ave Cocoa FL 32922
Street/P.O. Box City State Zip

SECTION C: X Building Official ☐ Other (Specify) Certification

I have inspected the project and, in my considered opinion, it is complete and in accordance with applicable statutes, rules, and codes.

Name (Type or Print) Larry Patterson NEFEC BU#1516

Signature: _____ Date: 11/3/2014

X Building Official ☐ Certified Inspector

SECTION D: FACILITY INFORMATION.

1. TYPE OF PROJECT: <input type="checkbox"/> New Plant X Addition X Remodeling <input type="checkbox"/> Renovation <input type="checkbox"/>	2. CORRECTED "SPACE INVENTORY REPORT" (land, building, room) HAS BEEN FILED WITH THE OEF: X Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain: _____
3. SOURCE OF FUNDS: <input type="checkbox"/> Local <input type="checkbox"/> State <input type="checkbox"/> Federal <input type="checkbox"/>	4. ADJUSTED FINAL CONTRACT AMOUNT: \$1,174,955.00
	5. PROJECT GROSS SQUARE FOOTAGE: 15430 GSQ. FT.
	6. COST PER GROSS SQUARE FOOT: \$76.14
	7. COST PER STUDENT STATION: \$ NA

CERTIFICATE OF FINAL INSPECTION (CFI)

8. BUILDING CONTRACT DATE: June 08, 2013 COMPLETION DATE: August 08, 2013

9. CHANGE ORDERS - List of each Change Order and amount:

C.O. No. ONE (01)	\$ 33,471.00	C.O. No. _____	\$ _____
C.O. No. TWO (02)	\$ 7,449.00	C.O. No. _____	\$ _____
C.O. No. THREE (03)	\$ 11,344.00	C.O. No. _____	\$ _____
C.O. No. FOUR (04)	\$ 4,914.00	C.O. No. _____	\$ _____

10. Date of Occupancy: August 19, 2014 & November 08, 2014

11. Additional Information:

Suwannee High School

Ted Roush
Principal



Tamara Boggus
Assistant Principal
Curriculum

Gary Caldwell
Assistant Principal
Administration

Angie Stuckey
Assistant Principal
Academy and Graduation Coach

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Ted Roush, Principal of Suwannee High School

THRU: Mark Carver, Director of Facilities

DATE: November 5, 2014

RE: Agenda Item for November 18, 2014 Regular Board Meeting

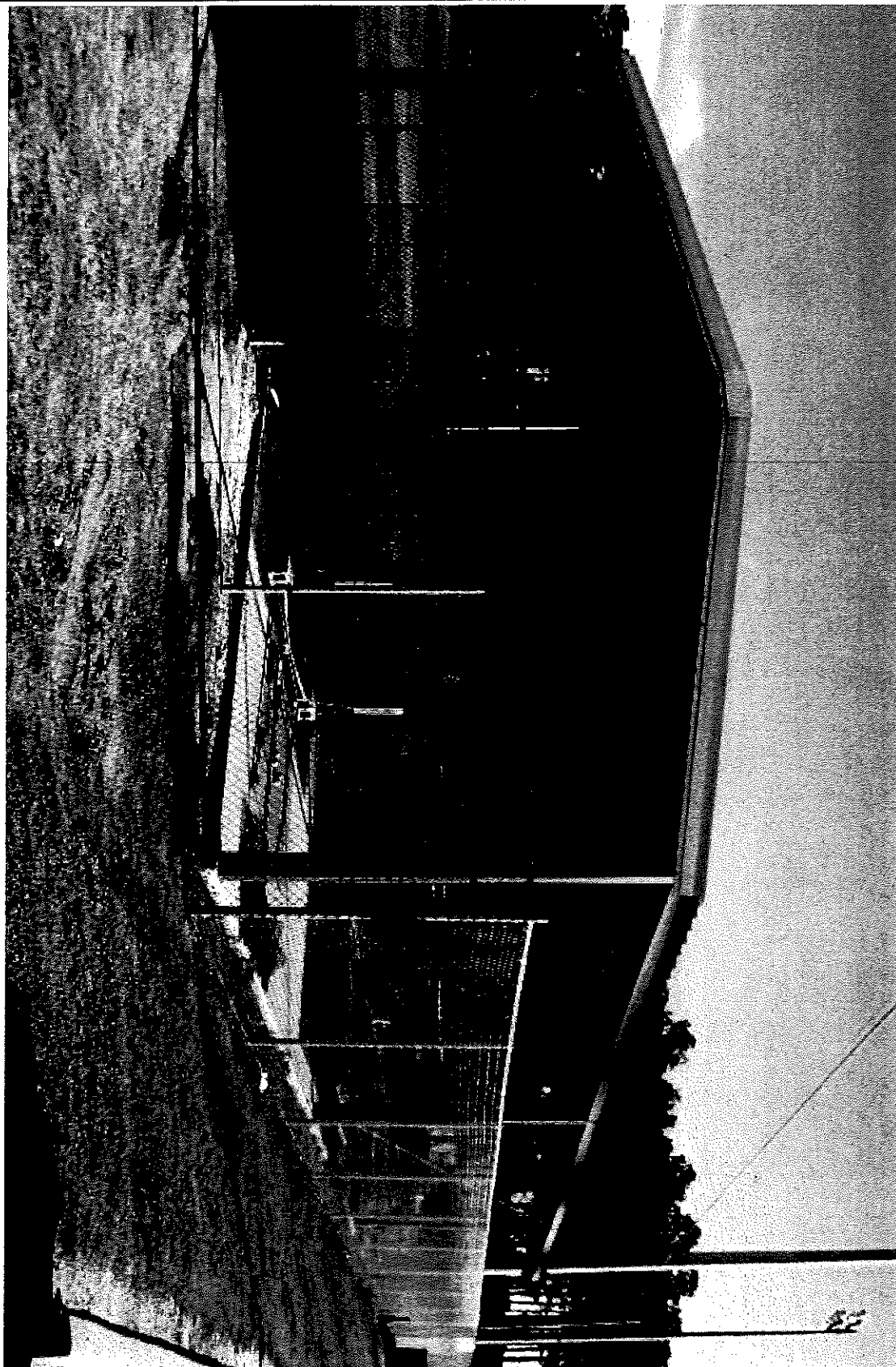
RECOMMENDATION:

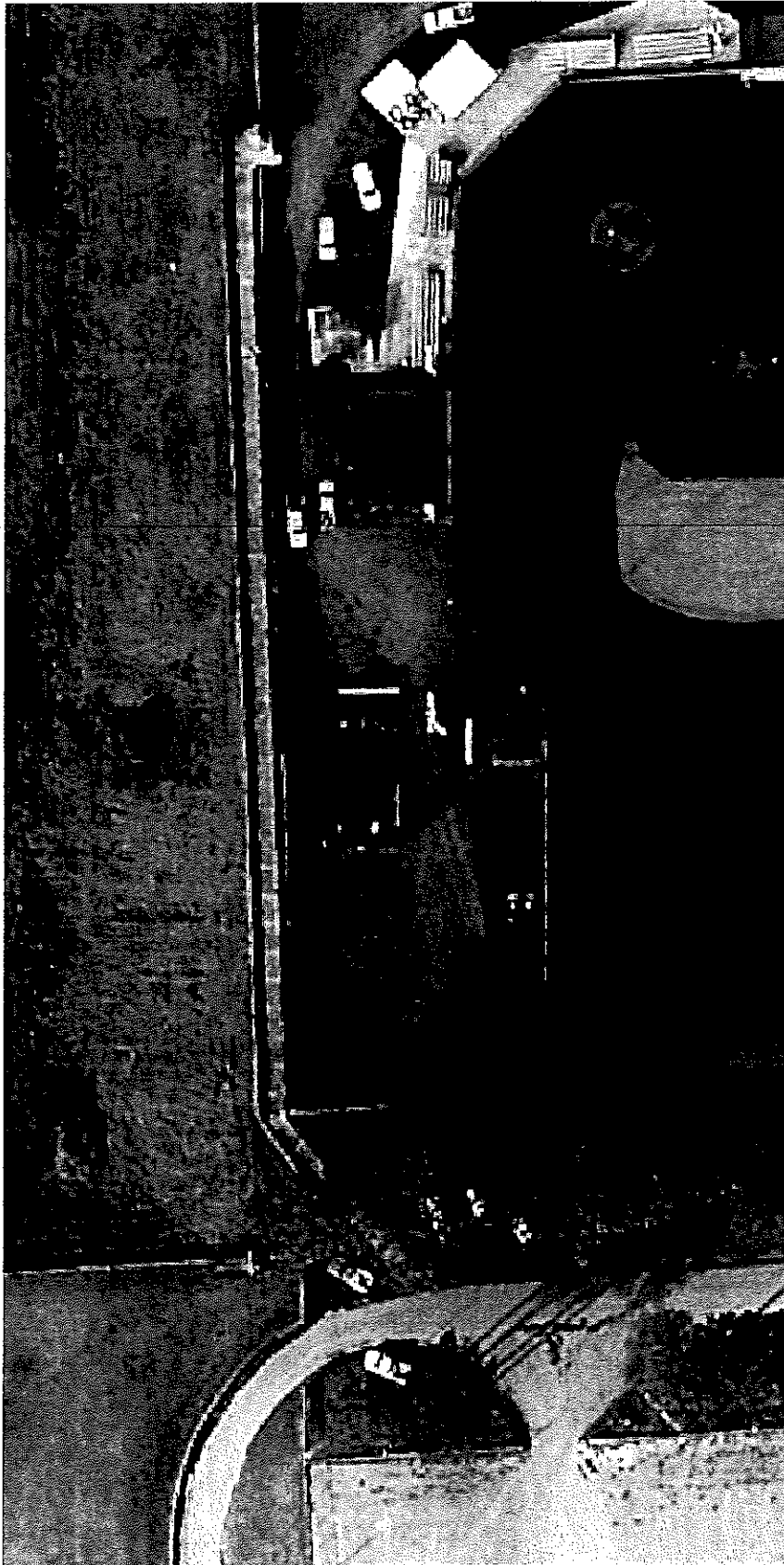
The Superintendent recommends approval of Baseball Booster-funded construction of covered batting cages at the Suwannee High School baseball field.

BACKGROUND:

The proposal for the SHS site is 50'x100'. The estimated value of the improvement is \$20,000.00.

Included with this memorandum are sample visuals of the proposed project and an overhead view of the current plant.







Suwannee High School

Ted Roush
Principal



Tamara Boggus
Assistant Principal
Curriculum

Gary Caldwell
Assistant Principal
Administration

Angie Stuckey
Assistant Principal
Academy and Graduation Coach

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Ted Roush, Principal of Suwannee High School *TR*

THRU: Mark Carver, Director of Facilities *M.C.*

DATE: November 5, 2014

RE: Agenda Item for November 18, 2014 Regular Board Meeting

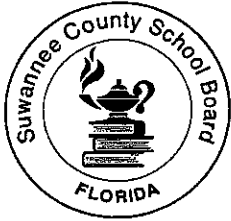
RECOMMENDATION:

The Superintendent recommends approval of Softball Booster-funded construction of covered batting cages at the Suwannee High School softball field.

BACKGROUND:

The estimated value of the improvement is \$7,500.00.

SUWANNEE COUNTY SCHOOL BOARD



Serving The Children Of Our Community

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

JERRY A. SCARBOROUGH
Superintendent of Schools

JERRY TAYLOR
DISTRICT 1

CATHERINE CASON
DISTRICT 2

JULIE ULMER
DISTRICT 3

ED DA SILVA
DISTRICT 4

J. M. HOLTZCLAW
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Lisa Dorris, Director of Food Service

THRU: Vickie Music DePratter, Chief Financial Officer

DATE: October 30, 2014

RE: Agenda Item for November 18, 2014, Regular Board Meeting

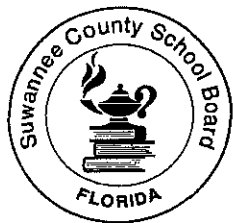
RECOMMENDATION:

The Superintendent recommends approval of re-designing the cafeteria at Suwannee Primary School. Paid for by Food Service funds allocated in the previous year.

BACKGROUND:

Research has shown that updating cafeterias will pay off by recapturing initial investments in about 18 months. A well designed cafeteria will create a multitude of environments by incorporating a full range of décor and accessories.

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JERRY A. SCARBOROUGH
Superintendent of Schools

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DISTRICT 4

J. M. HOLTZCLAW
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools *[Signature]*

FROM: Lisa Dorris, Director of Food Service *[Signature]*

THRU: Bill Brothers, Director of Human Resources *[Signature]*
Vickie Music DePratter, Chief Financial Officer *[Signature]* For VM

DATE: October 31, 2014

RE: Agenda Item for November 18, 2014, Regular Board Meeting

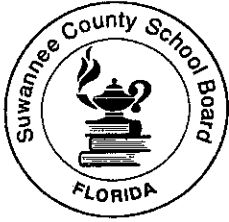
RECOMMENDATION:

The Superintendent recommends approval to increase two 6-hour positions at Suwannee Elementary School to 8-hour positions.

BACKGROUND:

Suwannee Elementary School is the only school with two 8-hour workers. The coverage is needed to help maintain a smooth operation of the cafeteria. The expected cost is \$2170.00 per year versus \$21,700.00 annually for one new 8-hour worker. This will be at no cost to the general fund.

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DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, *[Signature]* Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources *[Signature]*

DATE: November 7, 2014

RE: Personnel Changes List for November 18, 2014, Regular Meeting

RECOMMENDATION:

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

SUWANNEE COUNTY SCHOOL BOARD

Personnel Changes

November 18, 2014

TO: District School Board of Suwannee County

FROM: 
Jerry A. Scarborough, Superintendent

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

RESIGNATION: NON-INSTRUCTIONAL:

Suwannee Primary School:

Sarah Kelley, paraprofessional, effective December 19, 2014

RECOMMENDATIONS: INSTRUCTIONAL:

District Wide/21st Century:

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

Elizabeth Johnston Marcia Riegel

Suwannee Middle School:

Toni Sherrell, teacher, effective November 5, 2014

REPLACES: Kelsey Land

Suwannee-Hamilton Technical Center:

Sahara Perez, teacher, part-time/night-time. Salary paid from civics grant

LEAVE OF ABSENCE (FAMILY AND MEDICAL LEAVE - FMLA):

Branford High School:

Jennifer Holtzclaw, teacher, tentatively December 19, 2014 through June 9, 2015, using days as needed for insurance purposes

LEAVE OF ABSENCE (MATERNITY):

Suwannee Primary School:

Jessica Johnson, teacher, August 13, 2014 through June 9, 2015, using days as needed for insurance purposes

LEAVE OF ABSENCE (MEDICAL):

Suwannee Middle School:

Angela Hicks, teacher, October 29, 2014, until released by her doctor

SUWANNEE-HAMILTON TECHNICAL CENTER:

PART-TIME/HOURLY EMPLOYEES

COMMUNITY EDUCATION (pending class enrollment.)

Jenna Bates

Sign Language

SUPPLEMENTARY:

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>REPLACES</u>
Mickey Dempsey	Girls' Golf Coach	BHS	
Carl Manna	Var. Boys' Asst. Basketball	BHS	
Perry Davis	J.V. Boys' Head Basketball	BHS	J. Hudson
David Allen	JV Head Football Coach	BHS	
Fred O'Quinn	J.V. Assistant Football Coach	BHS	
Fred O'Quinn	Varsity Head Baseball Coach	BHS	V. Wiggins
Fred O'Quinn	J.V. Head Baseball Coach	BHS	
Misty Ward	J.V. Volleyball Coach	BHS	
LaDon Terry	Varsity Volleyball Coach	BHS	
Pam Cassube	Middle School Volleyball	BHS	
Michelle Richards	J.V. Girls' Head Basketball	BHS	
Mindy Sikes	Girls' MS Head Basketball	BHS	
Carla Suggs	Varsity Girls' Head Basketball	BHS	
Perry Davis	Varsity Boys' Head Basketball	BHS	
Roy Harden	Boys' Track Coach	BHS	
Tim Clark	Girls' Track Coach	BHS	
Abbey Warren	Assistant Varsity Softball	BHS	
Pam Cassube	Head Varsity Softball Coach	BHS	
David Lee Laxton	Wrestling Coach	SHS	D. E. Laxton

TERMINATION:

District:

Gretchen Ohstrom, school psychologist, effective October 31, 2014

MISCELLANEOUS:

Jeff Smith resigned as head softball coach at Suwannee Middle School

Billy McClelland resigned as assistant softball coach at Suwannee Middle School

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Food Service Department/BHS:

Wendy Jones, assistant manager, temporary, effective November 28, 2014

REPLACES: Linda Kinsey

Suwannee Elementary School/Food Service:

Melanie Rickett, assistant manager, effective November 3, 2014

REPLACES: Reba Hurst

Suwannee Primary School:

Michael Fusco, custodian, effective October 24, 2014

REPLACES: Johnny McLeod

Transportation

Sharna Blanco, bus driver, effective November 7, 2014

REPLACES: Michael Fusco

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

Food Service Department/SHS:

Darlene Hillhouse, food service worker 6 hour, October 17-29, 2014, for a total of 42 hours

LEAVE OF ABSENCE (FAMILY AND MEDICAL LEAVE - FMLA):

Transportation:

Caren Fout, bus driver, August 19, 2014 through October 7, 2014

LEAVE OF ABSENCE (MATERNITY):

Suwannee Primary School:

Tamra Abercrombie, paraprofessional/lead CDA, tentatively January 5 through June 5, 2015

REASSIGNMENT:

<u>NAME</u>	<u>FROM: SITE/POSITION</u>	<u>TO: SITE/POSITION</u>	<u>REPLACES</u>
Katherine Howard	SPS Food Service - 8 hr.	SPS Food Service - 6 hr.	TBA (Posted)

STUDENT WORKERS:

Daryl Miller	Culinary Arts
Kenneth Clayton	Culinary Arts
Kacy McQuay	Early Childhood/My Play School
Genesis Leggett	Civics Grant

SUBSTITUTES:

The following as a substitute nurse:

Holly Wood

The following as substitute bus attendants:

Kimberly Bennett
Colleen Gartner
Joseph Kellum

VOLUNTEERS:

Donna Abbott	Blanca Ardilla	Jennifer Bass
Tony Abbott	Shannon Arnold	Carrie Bass
Connie Abel	Helen Arnone	Amy Bass
Kaylee Acres	Betty Asaris	Norman Bass
Wanda Adams	Sherree Atkins	Brenda Bates
Gary Adams	Sherree Atkins	Tony Bates
Allison Adams	Elisa Atkinson	Senica Bates
Jennifer Adams	Deserei Ault	Jenna Bates
Mistie Aguilar	James Aultman	Brian Bates
Kelly Ahrens	Christopher Ayala	Loretta Bautista-Rodriguez
Rianna Albritton	Heather Ayala	Michelle Baxter
Denille Alcorn	Maddy Azcerra	Clifford Bean
Jessica Alcorn	Kutana Baker	Melissa Beann
Ashley Allen	Danielle Baker	Amanda Beard
Keri Amerson	Priscilla Banks	David Beard
Julie Anderson	Lacy Barcellos	Heather Beauchamp
Bobbie Anderson	Sheri Barnes	Jennifer Beaudoin
Lara Anderson	Amanda Barnes	Nicole Beckner
Marie Andrew	Russell Barrs	Lorri Bell
Tyrone Ansley	Amber Bartelme	Leonel Benitez
Chanika Ansley	Laura Bashaw	Chris Benson

Tracy Betz
Brittany Bevins
Tessa Blackburn-Westberry
John Blalock
Angela Blalock
Amando Blanco
Sharna Blanco
Palizza Blue
Christine Boatright
Christine Bolline
Jennifer Bond
Sandra Bonds
Tammy Bonds
Shirley Bonner
Michelle Boone
Victoria Boston
Amy Boswell
Rashonda Bowden
Rashunda Bowden
Becky Bowen
Amanda Bowers
Edward Bowman
Melanie Bowman
Heather Boyer
Karrie Boyette
Evans Boyette
Regina Bradley
Corbin Bradow
Danelle Bradow
Matthew Bradow
Martha Branche
Penny Brannan
Katrina Brannon
Edi Bravo
Taylisha Breidenbach
Amanda Bresk
Amanda Bresle
Tommy Brett
Sarah Brewster
Katheryne Brinson
Nina Brittain

Steve Bronson
Leeta Bronson
Frank Brookins
Shambreya Brooks
Andy Brown
Claudia Brown
Sheena Brown
Viola Brown
Pamela Brown
Tiffany Brown
Jandalon Brown
Shawn Brown
Olivia Browning
Katheyne Broxey
Elizabeth Bruening
Carla Bryant
Audre Bryant
Daniel Bryant
Crystal Bryson
Russell Bryson
Angela Burkett
Sylvia Burnham
Kenny Burt
Stephenie Busch
Jennifer Butler
Stephanie Butler
Lamica Butler
Shateea Butler
Jennifer Butler
Crystal Butler
Laronda Butler
Bethany Byrd
Barton Byrd
Betsy Byrd
Lorisa Calloway
Gloria Camejo
Shirley Campbell
Dean Cannon
Kim Cannon
William Cannon
Christina Cannon

Lacey Cannon
James Cannon
Erin Cannon
April Cannon
Katrina Cannon
Ashley Cannon
Krishtan Cannon
Elizabeth Carden
Misty Carpenter
Teresa Carrier
Ashley Carrier
Peggy Carroll
Sarah Carte
Bridgette Carter
Michelle Carter
Casey Carter
Rebecca Carter
Amanda Cartwright
Pamela Carty
Jeremy Cary
Lisa Cash
Cathy Cashmore
Misty Cashmore
Craig Caskin
Mary Caskin
Catherine Cason
Daniel Casteel
Lindsey Casteel
Catrina Castillo
Kelly Caudill
Claudia Caudill
Alberto Cavazos
Wanda Cavazos
Maria Cedillo
Elsy Cerritos
Lorno Cerro-Benton
Joseph Chamberlain
Sharon Chamberlain
Jenna Chancey
Laura Chaney-Storey
Sarah Chauncey

Wendy Chauncey
Janet Chauncey
Paul Chauncey III
Diane Chavez
Kortney Cherry
Jessica Childs
Roger Clark
Brenda Clark
Penny Clark
Zachary Clark
Amanda Clark
Katie Clark
Viola Clark
DeAnna Clark
Francis Clary
Erin Clary
Antoinette Clayton
Marteen Clayton
Mitchell Cline
Janell Cline
Virginia Coker
Eleanor Coker
John Coker
Abbie Coker
Amber Collier
Tracy Combee
Barbara Comer
Lola Conner
Laurie Cook
Tawanna Cooks
Candace Copeland
Joan Corbett
Pamela Corbin
Lisa Corbin
Tammy Corbin
Brandy Corbin
Tara Corbin
Megan Corbin
Ashley Corbin
Skylynn Coupe
Elaine Crapps

Felicia Crawford
Jenifer Creech
Brandi Crews
Michelle Cribbs
Brian Criggall
Kathie Crisp
Bobby Criss
Ila Crocker
Latrell Croft
Stacy Croft
Shanae Croft
Sammie Cross
Samantha Crossno
Clifton Crowe
Paula Cummings
Cynthia Curtis
Christy Curtis
Ashley Dalton
Stephanie Dampier
Steven Danaher
Kelly Danaher
Rebecca Daniel
Dana Daniel
Lillie Daniel
Kevin Daniels
April Darling
Iris Daughtry
Melody Davidson
Jacine Davis
Erin Davis
Robert Davis
Gloria Davis
Melissa Davis
Amanda Davis
Kira Davis
Charlen Davis
Roderick Davis
Desiree Davis
Ashley Davis
Eugene Davis
Andrea Davis

Dallas Deadwyler
Erin Deadwyler
Tiffany Dear
Crystal Delcastillo
Erika Delgado
Michelle Dempsey
Sabrina Denelsbeck
Jennifer Denmark
Pamela Dennis
Lakeshid Derico
Christa Derringer
Rachel Derringer
Elizabeth DeSalvo
Mariel Diaz
Lacey Dickerson
Marcella Djulvez
Monica Djulvez
Carmen Donathan
Samantha Dorsey
Audra Dotson
Janet Douglas
Kimberly Douglas
Timothy Douglas
Ramona Driggers
Betty Driggers
Mary Driggers
James Driggers Jr.
Whitney Dubose
James Dukes
Elizabeth Dukes
Shanna Dukes
Melissa Dunn
Emily Dunn
Jennifer Durden
Garrett Durham
Kristina Durham
Elizabeth Durrance
Tommy Dye
Robert Eaken
Lynn Eaken
Patience Eddings

Paula Edwards
Christopher Edwards
AliceAnne Edwards
David Edwards
Matthew Ellefson
Jennifer Ellefson
Carolyn Eplin
Matthew Erickson
Tanya Erickson
Terry Escobar
Timothy Escobar
Anairis Espinosa
Araceli Espinoza
Casey Estep
Najera Evelin
Kathy Ezell
Lamonica Federick
Ryan Felknor
Sherri Felknor
Tracy Felty-Janosh
Daniel Fennell
Jessica Fenton
Samantha Ferguson
Christopher Ferguson
Chris Ferguson
Crystal Fernandez
April Fernandez
Fabiola Fernandez
Angelina Ferrell
Donna Fewell
Christina Fields
Takale Fields
Stephanie Fields
Marilyn Filion
Steven Fillyaw
Leah Fillyaw
Bethany Fisher
Joseph Flanagan
Thomas Fletcher
Jennifer Fletcher
Kristan Fletcher

Leanna Folsom
Ashley Fontenot
Melissa Ford
Joyce Ford
Heather Forehand
Victorian Fout
Katrina Fowler
Jeffery Fraddosio
Amanda Fragd
Samuel Fraley
Teresa Francis
Brianna Franklin
Jessica Frazier
Chelsea Free
Candace Freeman
Mary Fridman
Carmon Frier
Matthew Frierson
Amber Friis
Sonya Fullbright
Danell Fullbright
Joyce Fullbright
Barbara Fullbright
Amy Fuller
Stevan Furst
Brenda Futch
Martha Gabey
Kevin Gabey
Brittney Gabey
Sabrina Galvin
Mary Gamble
Holly Gamble
Kayla Gandiana
Yanisleyvi Garcia
Jessica Garcia
Lorena Gardner
Donna Garland
Rebecca Garlick
Heather Garrett
Lori Garrett
Jennifer Garrett

Meredith Garrison
Colleen Gartner
Kimberly Gaskins
Elena Gaskins
Stephanie Gatlin
Jeffrey Geering
Lacey Geiger
Jomarie Gellert
Vernette George
Kara George
Annette Gibbs
Karen Gilbert
Kayla Gillette
Tia Ginn
Amy Gohlke
Casey Golden
Sharon Golding
Amy Gonlke
Nicolas Gonzalez
Shannon Gooden
Avery Goodwin
Jessica Gordy
Laura Goss
Yamile Grafas
Glenda Graham
Mary Grant
Kristi Greene
Annette Gregorio
Amy Gregory
Barbara Gregory
Robert Griffith
Elizabeth Grimm
Timothy Grinstead
Amanda Grinstead
Tara Gross
Johnnie Gude
Justin Guenther
Hannah Guenther
Robin Guilmette
Paul Guilmette
Victoria Guy

Dave Guyten
Angelika Gwinn
Irina Hacesone
Kenya Hagan
John Hales
Jason Hall
Michael Hall
Ashley Hancock
Robert Hancock
Wendy Hancock
Amanda Hancock
Toni Hansard
Harold Hansard
Ginger Harden
Robert Hare
Emma Hare
Julia Harper
Bryanna Harper
Kimberly Harrell
Andrew Harrell
Dena Harrell
Aaron Harris
Amanda Harris
Dana Harris
Brandy Harris
Travis Harris
Gracelynn Harris
Janet Harris
Brandi Harrison
Michelle Hart
Laura Hartman
Rebecca Hartsfield
Kay Harvard
Shirley Hatch
Walter Hatch
Sarah Hatch
John Hawes
Latoria Hawkins
Mandy Hayes
Robin Heath
Derek Hedgespeth

Cindy Heffernan
Kathryn Hegenauer
Effie Hemphill
Thena Hendershot
April Henderson
Ieshia Henderson
Teneshia Henderson-Pate
John Hendrick
Robin Hendrickson
Patrick Hendrickson
Saundra Hernandez
Jose Hernandez
Guadalupe Hernandez
Alicia Hernandez
David Hernandez
Aurea Hernandez
Solema Hernandez
Riley Hernandez
Dianne Herring
Candice Herring
Donna Herring
James Herrington
Jessica Hess
Cynthia Hett
Sharon Higgins
Ada Higgins
Gregory Hill
Letitia Hill
Catherine Hill
Mercedez Hill
Kalie Hingson
Elizabeth Hinkle
Jessika Hinkle
Sheila Hinton
Jennifer Hitt
Carrie Hoch
James Hodge
Shana Hodge
Carla Holinger
Debra Holland
Brittany Hollie

Heather Holton
Rosanna Holtzclaw
Jamie Hopkins
Amy Hopkins
Mary Hopkins
Travis Howard
Particia Howard
Margie Howard
Kyndal Howard
Delores Howell
Valessa Howell
James Howze
Mike Hubbard
Victoria Hudson
Melissa Hughes
Marty Humphries
Mary Humphries
Travis Humphries
Kelley Humphries
Lacey Humphries
Cameron Humphries
Jeremy Humphries
Whitney Humphries
Tori Humphries
Wilma Hunnewell
Eric Hunt
Stephanie Hunt
William Hunt
Kelly Hurst
Brooke Hurst
Tiffany Hurst
Mary Hygema
Maria Ibarra
Elizabeth Ice
Walter Ingram
Amber Ingram
Jane Irby
Toby Irby
Suzannah Irby
Courtney Ivan
Demetries Ivey

Marlon Ivey
Akayvion Ivey
Autumn Izor
Mamie Jackson
Jacob Jackson
Buddy Jackson
Jamie Jackson
Melissa Jacobs
Arminda Janousek
James Janousek
Lettie Jelks
Rianna Jelks
Andreita Jenkins
Tresca Jenkins
Michelle Jenkins
Larry Jenkins
Josie Jenkins
Nicole Jenkins
Anthony Jennings
Georgia Jerkins
Naela Jimenez
Heymi Jimenez
Charlotte Johnson
Jesse Johnson
Amy Johnson
Ann Johnson
Tawanna Johnson
Krystal Johnson
Crystal Johnson
Rueben Johnson
Eva Johnson
Sean Johnson
TaCarra Johnson
Kaela Johnson
David Jones
Dawn Jones
Tina Jones
Kristy Jones
Michelle Jones
LaDonna Jones
Yolanda Jones

Lamarra Jones
Alexis Jones
Charity Keen
Tammy Kelley
Renita Kelly
Jessica Kelly
Joni Kelly
Heidi Kerklin
Richard Kerklin
Siobhon Ketterer
Tiffany Key
Brittany Knight
Sabrina King
Nikky King
Elizabeth King
Nicole Kinsey
Katie Kinsey
Ronnie Kirby
Kenny Kirby
Amanda Kirby
Judy Kitaif
Lori Koon
Donna Kramp
Eugene Kramp
Karen Krasewski
Jennifer Kreis
Craig Kurimay
Jennifer LaCasse
John Lacquey
Karen Lager
Keith Lager
Yvonne Lajoie
Myrtis Lambert
Lawrence Land
Tammy Land
Harold Land, II
Michael Landis
Stacey Lane
Allen Langford
Cyndi Langford
Lynn Lanier

James Lanier
Andrea Lanier
Stephanie Lansford
Lowell Law
Robert Law
Lisa Law
Misty Law
Heather Law
Margaret Lawson
Rovon Lawson
Crystal Lawson
Tamrin Lee
Cajun Lee
Angela Lee
Sarah Leffew-Flores
Vanessa Leffler
Myra Lewis
Mevelyn Lewis
Cheryl Lewis
Sabrina Lieupo
Roy Lindblade
Charlene Lindblade
Kandace Lindblade
Brandi Linton
Danielle Little
Richard Little Jr
Stephanie Littleton
Marilyn Livingston
Summer Livingston
Daylenis Llorente
Amy Lloyd
Derek Loadholtz
Paul Long
Annette Lopez
Jennifer Lopez
Francisca Lopez
Crystal Lopez
Monica Lorenz
Judith Loughran
Adrienne Lovett
Daniel Lucier

Bill Lundin
Kelly Lundy
Amanda Luviano
Donna Lynch
Linda Lynch
Lynn Mabey
Christine Mabey
Douglas Mabey
Johnny Mackey
Hayes Maday
Amanda Maddox
Shawn Main
Daniel Main
Mary Mais
Michael Malaguti
Jackie Malaguti
Faye Mancini
Christina Mandeville
Herbert Mantooth
Janet Mantooth
Josie March
Alaina Marcozzi
Rose Markham
Jazmin Marreo
Tonie Marsett
Heather Marshall
Tracy Martin
Ruby Martin
Amanda Martin
Maria Martinez
Regina Marvin
Amanda Mathews
Shawn Mattern
Patriece Matthew
Alan May
Sebrina May
Faustino Maya
Shefbuch Mayhala
Sharonda Mayo
Magnilia Mayqualida
Amity McCall

Sherrel McCall
Kevin McCall
Penny McCall
Latasha McClain
Grace McClendon
Jenny McCook
Chadwick McCormick
Victor McDonald
Mandy McDonald
Randy McFarland
Betty McFarland
Lisa McGee
Elizabeth McGraw
Jeffery McIlwain
Jeremiah McInnis
Cricket McIntosh
Heidi McIntosh
Michel McLeod
Amy McLeod
Samantha McLeod
James McMillan
Jason McMillan
Amanda McMillan
Tammy McWherter
Jordan Medley
Trudy Meeks
Holly Melland
Kelly Melland
Latricia Mendoza
Tara Mercer
Jennifer Merola
Tina Meyer
Richard Miles
Priscilla Miles
Melissa Miller
Brandi Miller
Kathryn Miller
Andrew Miller
Alicia Mills
Jessica Mitchell
Monica Mitchell

Siobhan Mitzel
Leslie Mobley
James Montgomery
Odella Montgomery
Susan Moody
Crystal Moore
Jane Moore
Aaron Morales-Mendez
Daniela Moreland
Crystal Moreno
Flora Moreno-Lopez
Sean Morey
Wanda Morgan
Darcy Morgan
Lacy Morgan
Staten Morgan
Christina Morgan
Erin Morris
Leigha Morrison
Jesse Morrison
Brian Moseley
Misty Moseley
Darryl Mosley
Denise Mosley
Nikita Mosley
Douglas Mullen
Melvin Mullins
Helen Mullins
Michelle Murnahan
Judithann Murray
Mary Murray-Mais
Peggy Musgrove
Jennifer Napier
Gina Nardiello-Ruiz
Charity Nasworthy
Norma Nealon
Bobbie Necessary
Jennifer Neely
Renada Nelson-Gayten
Pamela Nettles
Michael Nettles

Lindsey Nettles
Justin Ni
Marlee Nicholas
Linda Nicholson
Ashley Nicholson
Robert Nicholson, Jr
Mark Nickerson
Teresa Nickerson
Kyle Nickerson
Morgan Nickerson
James Nielsen
Toribro Nieto
James Noe
Dana Norman
Tim Norris
Amanda Norris
Kristina North
Morgan North
Jennifer Northrop
James Norton
Marsha Norton
Heather Ogburn
Shaunta Oglesby
Mary Ohlfs
Julia Oliva
Kassandra Oliver
Daniel Olson
Selena O'Neal
Wanda O'Neal
Kelly Onuska
Eugene Orr
Honorio Ortega
Traci Osborn
Wesley Osgood
Shannon Osgood
Andrienne O'Steen
Taryn Ott
Secilie Owens
Adrienne Owens
Torniqua Owens
Danielle Paluzzi

Lucretia Pappa
Carl Pappa Jr
Amy Paramore
Sandra Parker
Ronald Parker
Bridget Parks
Ravinn Parr
Lorgenia Parsons
Rahul Patel
Toni Patterson
Judith Patton
Teresa Paulsen
Emily Peacock
Jerri Pecanha
Nora Pecina
Jennifer Perez
Leticia Perez
Ramona Perkins
Lori Perry
Jessica Petri
Ashton Petterson
Georgia Pettery
Amanda Pettingill
Lindsey Phelan
LeAnn Phillips
Crystal Phillips
Arnold Philmore
Stefani Philpot
Shelley Pickles
Doris Pierce
Dellalee Piper
Shelia Pittman
Robert Pitts
Nancy Pitts
Ronnie Plummer
Shanquesta Plummer
Lawrence Plympton
Jennifer Ponder
Connie Poole
Laura Poore
Lillie Porter

Deanna Porter
Cristan Poucher
Marla Poucher
Tonya Poulton
Kelly Presnell
Crystal Presnell
Marilyn Prins
Janette Pruett
John Puckey
Carolyn Purdy
Kelli Quincy
Melisa Quinones
Bethann Raga
Stacey Ragans
Ana Ramirez-Rivera
Victoria Ramsey
Lindsey Ramsey
Krystal Ramsey
Kimberly Ranck
Timothy Ratliff
Kerri Ratliff
Heather Raulerson
Brandi Raulerson
Linda Ray
Brandi Rea
Brenda Reed
Myra Regan
Evelia Resendiz
Rebecca Retherford
Amber Rex
Sonniah Reynolds
Shalenthia Reynolds
Chloe Richard
Luke Richards
Brenda Richardson
Cara Richmond
Arthur Riegel
Anita Riels
Jamie Riggs
Tyesha Riley
Patricia Rios

Annette Rissman
Karen Ritter
Beverly Ritter
Ethan Roberts
Lisa Roberts
Jason Roberts
Nancy Roberts
Richard Roberts
Rebecca Roberts
Thomas Roberts
Brittany Roberts
Megan Roberts
Tina Roberts-Hammock
Maryann Robertson
Ronald Robinson
Tabbi Robinson
Laura Robinson
Ronnika Robinson
Andrew Robinson
Linda Roddenberry
Jonathan Rodriguez
Juana Rodriguez
Jennifer Rogers
Sheri Rogers
Ivett Romulo
Andrew Ross
Reathe Ross
Nicole Ross
Teresa Roumillat
Tina Roush
Ted Roush
Sheyla Ruiz
Crystal Russell
Tammy Ryan
Lauri Ryder
Lauren Ryder
Julie Saavedra
Heather Sabourin
Jennifer Saichek
Mayra Salazar
Jillan Salter

Yvonne Samperio
Shannon Sanders
Joseph Sanderson
Amy Sansouci
Marisol Santana
Figueroa Santiago
Stefani Santos
Richard Sapp
Chelsea Sapp
Thomas Sapp
Patricia Sapp
Rebecca Sapp
Carolina Saravia
SueAnn Sasser
Amanda Sawyers
Ashley Scarborough
Yancey Scheuner
Deborah Scott
Rhonda Scott
Barbara Scott
Stephanie Scott
Lindsay Scott
Joy Sedgley
Dulce Segura
Brandy Sellers
Annette Selph
Amanda Senea
Francis Sessions
Cheri Sexton
Jennifer Shaw
Robin Shea
Erin Sheehan
Pamela Shelton
Millie Sherrell
Rachel Shiver
Amanda Shockley
William Shuler
Cassie Shuler
Peter Shurter
Driskell Shurter
Mendy Sikes

Misti Simmons
Samantha Simmons
John Simpo
Amanda Simpson
Barbara Sinawa
Christina Sivik
Terri Skinner
Tina Slaughter
Mandy Slaughter
Tammy Smith
Donna Smith
Tiffany Smith
Jeremiah Smith
Benjamin Smith
Wilonia Smith
Katie Smith
Deanna Smith
Leslie Smith
Rebecca Smith
Katie Smith
Darnetta Smith
Nicole Smith
Samantha Smith
Angelic Smith-Oatsvall
Laura Smith-Oatsvall
Krystina Snider
Kurt Snipes
Nina Snipes
Holley Snyder
Joan Soto
Jessica Spears
Linda Spikes
William Spikes III
Sylvia Spivey
Martha Spiwak
Loretta St.Clair
Leroy Stacy
Carol Stalvey
Tylyn Stansel
Michell Starling
William Starling

Heather Starling
Bridget Stegall
Michelle Stellabotte
Wilma Stephens
Kayla Stephens
Carol Stevens
Janet Stewart
Jamie Stewart
Janet Stiles
Jessica Stillwell
Patricia Stonesifer
Bruce Stonesifer
Cynthia Stratton
Nicole Stratton
Kari Stratton
Jamie Strickalnd
Karri Strong-Mercer
Karri Sullivan
Kevin Sullivan
Dusty Sullivan
Tanya Surgener
Emilia Swanson
Michael Swartz
Kara Swiney
Brenda Sword
Joshua Sword
Mary Taccati-Hoover
Dwayne Talton
Angela Tanner
Gross Tara
Amy Tatum
Alice Taylor
Sarah Taylor
Judy Taylor
Erin Taylor
Juan Taylor
Timothy Taylor
Martha Taylor
Jackie Taylor
Edna Taylor
Amanda Teachman

Carol Terry
John Terry
Donna Terry
Aleshia Terry
Christina Terry
Sonal Thakor
Jennifer Thomas
Jennifer Thompson
Paula Thompson
Jessica Thrasher
Allyson Tilley
Ashley Tillman
Jennifer Tillman
Amy Timberlake
Briana Toledo
Smilena Tomlinson
Harold Tomlinson
Tammy Tomlinson
Clayton Tomlinson
Denny Tompkins
Carrie Torres
Justo Torres
Nadia Torres
Misty Touchton
Tifany Trowbridge
Juanita Troyer
Kimberly Tuckey
Johnny Turnage
Tiffany Turnage
Ashley Turnage
Tiffany Turner
Nanette Tyler
Mason Tyler
Matthew Tyre
Denita Tyre
Heather Underhill
Edith Underwood
Melissa Underwood
Brenda Valentin
Melissa Van Meter
Lynda Vann

Lisa Vasil
Karen Veal
William Veal
Flor Vega
Leticia Villeda
Lindsey Vinson
Latonia Virgil
Stephanie Virgil
Meredith Voss-Dortch
Jessica Wagner
Crystal Waits
Wyatt Walker
Melissa Walker
Angela Walker
Meagan Walker
Andrea Walker
Hallie Walker
Shannon Walker
Margaret Walker
Shelia Walker
Tresca Walker
Jawanna Walker
Lashonda Walker
Tiffany Walker
Jessica Wallen
Randi Wardrep
Melissa Ware
Leslie Warner
Tara Warner
Lesley Warren
Marie Warren
David Warren
Erica Washington
Barry Washington
Amber Waters
Terri Watley
Tina Webb
Olivia Webb
Linda Webb
Tonya Webb
Debra Weber

Norhaya Weisner
Constance Welch
Melissa Welch
Steven Welch
Cassandra Wells
Samantha Wenig
Sharon Westberry
Shekedra Wheeler
Misty Whitaker
Dolores White
Christina White
Tammy White
Mindy White
Ethan White
Charquite White
Daniel Whitfield
Wendy Whitfield
Crystal Whitt
Nicole Whittington
Linda Whittle
Angracia Wielzen-Lee
Lindsay Wiggins
Timothy Wiggins
Timberly Wilcox
Michelle Wilder

Leslie Wilder
Teri Wilhoite
Debbie Wilkin
Marlene Williams
Paul Williams
Margaret Williams
Jacqueline Williams
Sharon Williams
Natasha Williams
Danielle Williams
Amber Williams
Tammy Williams
Jennifer Williams
Pamela Williams
Laura Williams
MaryAnn Williams
Cori Williams
Brian Williamson
Kelli Williamson
Brandy Williamson
Amanda Williamson
Tracy Willis
Misty Willis
Sara Wilson
Amber Wilson

Bobbie Winding
Jennifer Winnett
Chase Wojcik
Tina Wolfe
Michael Wood
Angela Wood
Rhonda Wood
Wendy Woods
Debbie Worth
Rebecca Wyrick
Yolanda Xithe
Barry Young
Jeannie Young
Jessica Young
Lorisa Young
Sheila Young
Christopher Young
Naidamar Zarala
Dominick Zienbu
Rainy Zimmerman
John Zimmermann

**End of List
2014-2015
School Year**