SUWANNEE COUNTY SCHOOL BOARD
REORGANIZATION MEETING
November 22, 2016

AGENDA

Call to Order – 5:30 p.m.

Superintendent Presiding

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

Chairman Presiding

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

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

Adjourn

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SUWANNEE COUNTY SCHOOL BOARD
PUBLIC HEARING
November 22, 2016

AGENDA

Call to Order – 5:55 p.m.

Director of Human Resources – Dr. Bill Brothers:

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

#4.019	Grade Forgiveness (*New*)
#4.09	Athletics (*Revised*)

#6.131	Teaching Out of Field (*Revised*)
#6.401	Conflict of Interest in Purchasing (*Revised*)

Adjourn

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SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
November 22, 2016

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by 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. 9-26)**

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

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

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

General Fund		
#164258 - 164580	$	2,109,643.44
Electronic Fund Transfers		2,552,273.41
	$	4,661,916.85
Federal Fund		
#48671 - 48764	$	350,865.16
Electronic Fund Transfers		424,062.46
	$	774,927.62
Food Service Fund		
#31020 - 31091	$	244,945.30
Electronic Fund Transfers		90,624.54
	$	335,569.84
2.0 LCIF		
#7455 - 7476	$	198,367.40
Electronic Fund Transfers		2,593.80
	$	200,961.20

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

General	LCIF	Special Revenues
I-4	III4	IV-4 (Federal)

5. The Superintendent recommends approval for disposal of property as per the attached Property Disposition Form dated November 22, 2016. **(pgs. 27-28)**

6. The Superintendent recommends approval of the following contract/agreement for the 2016-2017 school year: (RENEWAL)

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

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

   District Reassignment:

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

REGULAR AGENDA

Chief Financial Officer – Vickie DePratter:

1. The Superintendent recommends approval of the following form:

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

2. The Superintendent recommends approval of the Suwannee County School Board Internal Accounts Audit for fiscal year end June 30, 2016. **(pg. 37)**

Assistant Superintendent of Administration:

3. The Superintendent recommends approval of the 2016-2017 Office of Program Policy Analysis and Government Accountability (OPPAGA) School Safety and Security Self-Assessment Form. (A copy is available in the office of the Assistant Superintendent of Administration.) **(pg. 38)**

Assistant Superintendent of Instruction – Janene Fitzpatrick:

4. The Superintendent recommends approval to advertise additions and revisions to the Suwannee County School District Elementary Student Progression Plan and the Suwannee County School District Secondary Student Progression Plan for 2016-2017. (Copies are available in the office of the Assistant Superintendent of Instruction.) **(pg. 39)**

5. The Superintendent recommends approval of the following contract/agreement for the 2016-2017 school year: (NEW) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

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

Director of Facilities – Mark Carver:

6. The Superintendent recommends awarding the following bid:

   #17-206 Aerial Lift Bucket Truck (*New*) **(pg. 57)**

7. The Superintendent recommends approval of the Florida Department of Education Five Year Facilities Work Plan for fiscal year 2016-2017. (A copy is available in the office of the Director of Facilities.) **(pg. 58)**

Director of Human Resources – Dr. Bill Brothers:

8. The Superintendent recommends approval of additions and revisions to the Suwannee County School Board Policy Manual as follows: (Copies are available in the office of the Director of Human Resources) **(pg. 8)**

#4.019	Grade Forgiveness (*New*)
#4.09	Athletics (*Revised*)
#6.131	Teaching Out of Field (*Revised*)
#6.401	Conflict of Interest in Purchasing (*Revised*)

9. The Superintendent recommends approval of the Positive Behavior Intervention Support (PBIS) Module as an amendment to the 2016-2017 Master Inservice Plan developed by the North East Florida Educational Consortium (NEFEC). **(pgs. 59-65)**

10. The Superintendent recommends approval of revisions to the 2015-2016 and 2016-2017 School Board of Suwannee County School Based Administrators Performance Appraisal System Plans. (Copies are available in the office of the Director of Human Resources.) **(pg. 66)**

11. The Superintendent recommends approval of revisions to the 2015-2016 and 2016-2017 School Board of Suwannee County Instructional Performance Appraisal System Plans. (Copies are available in the office of the Director of Human Resources.) **(pg. 67)**

12. Personnel Changes List **(pgs. 68-74)**

School Board Attorney – Leonard Dietzen:

13. Legal Counsel's Report

Superintendent of Schools:

14. Superintendent's Report

School Board Members:

15. Issues and concerns Board members may wish to discuss

End of Agenda

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
RONALD WHITE
DISTRICT 5
LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

THRU: Vickie DePratter, Chief Financial Officer
Ted Roush, Assistant Superintendent of Administration

DATE: November 7, 2016

RE: November 22, 2016 Regular Meeting Agenda Item

RECOMMENDATION:

The Superintendent recommends approval to adopt the following revisions to the Suwannee County School Board Policy Manual:

4.019	Grade Forgiveness (new)
4.09	Athletics (revised)
6.131	Teaching Out of Field (revised)
6.401	Conflict of Interest in Purchasing (revised)

BACKGROUND:

These policy revisions were discussed in the Board workshop on September 6, 2016 and approved by the Board for advertisement on October 25, 2016.

SUWANNEE COUNTY SCHOOL BOARD
RECEPTION/OPEN HOUSE
SUWANNEE HIGH SCHOOL SENIOR LOUNGE
October 11, 2016
8:00 a.m.

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SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
October 11, 2016

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Ed daSilva, Julie Ulmer, and Jerry Taylor, along with Superintendent Jerry Scarborough, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. School Board Member Ronald White arrived at 9:09 a.m. School Board Member Catherine Cason was absent.

Administrators and others present: David Campbell, Mark Carver, Janene Fitzpatrick, Michele Howard (arrived at 9:27 a.m.), Teri Jones (arrived at 9:15 a.m.), Chris Landrum, Ted Roush, Lori Saunders (arrived at 9:22 a.m.), Becky Skipper (arrived at 9:29 a.m.); Elizabeth Simpson, and T.J. Vickers. School Board Member-Elect Tim Alcorn; Dianne Westcott; Jeanine Jacques, Consumer Experience Consultant, Humana Vitality; and Renee Webb, Health Solutions Client Executive, Humana Insurance Company, were also present.

Chairman daSilva called the meeting to order at 9:01 a.m.

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

- SCSD Strategic Action Plan 2016-2020
- Progress Monitoring Data
- Other

Mrs. Fitzpatrick provided information regarding the following items:

- SCSD Strategic Action Plan 2016-2020

(Note: Due to time constraints, Mrs. Fitzpatrick coompleted her presentation later in the Workshop.)

Humana and Wellness Initiative ..... Vickie DePratter/Humana Vitality and Wellness Committee Representatives

Jeanine Jacques and Renee Webb provided a PowerPoint presentation regarding the enhancements and changes to the Humana Vitality Program, which will be changed to the Go365 Program, effective January 1, 2017.

The workshop recessed at 10:08 a.m. and resumed at 10:18 a.m.

Vivid Visions Presentation..... Vivid Visions Representatives

Vivid Visions presentation will be rescheduled for a future workshop.

Food Service Department Update .....Lisa Dorris
- Suwannee High School (SHS) Cafeteria
- Other

Mrs. Dorris distributed and reviewed a handout regarding an update on the proposed renovations to the SHS Cafeteria. She also stated that future updates and renovations are planned for various other schools in our District.

Facilities Department Update..... Mark Carver

Mr. Carver distributed and reviewed a handout regarding the proposed Five Year Work Plan, along with an update pertaining to the Facilities Department.

Assistant Superintendent of.....Janene Fitzpatrick
Instruction Department Update (continuation)
- SCSD Strategic Action Plan 2016-2020
- Progress Monitoring Data
- Other

Mrs. Fitzpatrick continued her presentation regarding the SCSD Strategic Action Plan 2016-2020. Board members suggested a couple changes to the Plan, as well as periodic updates on the Plan. Consensus of the Board was to look into possible funding sources in order to keep TSC positions in the future.

Mrs. Fitzpatrick stated that the Progress Monitoring Data update would be provided at a future workshop.

The workshop adjourned at 12:00 p.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
October 11, 2016

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 Ed daSilva, Jerry Taylor, Julie Ulmer, and Ronald White, along with Superintendent Jerry Scarborough, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. School Board Member Catherine Cason was absent.

Chairman daSilva called the meeting to order at 12:00 p.m.

MOTION by Mrs. Ulmer, second by Mr. Taylor, for approval to adopt the agenda. MOTION CARRIED UNANIMOUSLY

School Board Member Jerry Taylor:

1. Discussion and possible action regarding the selection of a Sitting/Primary School Board-Appointed Citizen Member to serve on the Value Adjustment Board (VAB) for 2016-2017. (Note: Adrienne Burke was originally Board approved, on May 24, 2016, to serve on the VAB for 2016-2017 as the Sitting/Primary School Board-Appointed Citizen Member. Since then, Ms. Burke has resigned from the position.)

   MOTION by Mrs. Ulmer, second by Mr. White, for Bill O'Connor to serve as the Sitting/Primary School Board-Appointed Citizen Member on the VAB for 2016-2017 (Note: Mr. O'Connor had been previously appointed as the alternate.) MOTION CARRIED UNANIMOUSLY

   Consensus of the Board was to find a replacement for the alternate position. Mr. White suggested Jenny Lloyd, with Haystack Farms, and stated he would follow up with her. Board members were encouraged to submit additional names as well. These names will be voted on at the October 25, 2016, Regular Board Meeting.

Assistant Superintendent of Instruction – Janene Fitzpatrick:

2. MOTION by Mrs. Ulmer, second by Mr. Taylor, for approval of the Suwannee County School District Strategic Action Plan 2016-2020, which includes corrections/changes discussed at the Board Workshop held prior to the Special Meeting today. **(pgs. 3-26)** MOTION CARRIED UNANIMOUSLY

Director of Career, Technical, and Adult Education – Walter Boatright:
(Presented by Assistant Superintendent of Administration – Ted Roush)

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

#2017-76	Clinical Education Agreement between the Suwannee County School Board Surgical Technology Program and Doctor's Memorial Hospital Inc., Perry, Florida (Note: This contract replaces #2017-37, which was previously Board approved on May 24, 2016.) (*Renewal/Revised*) **(pgs. 27-33)**

MOTION CARRIED UNANIMOUSLY

Director of Student Services – Elizabeth Simpson:

4. MOTION by Mr. Taylor, second by Mrs. Ulmer, for approval of the following contracts/agreements for the 2016-2017 school year: (~~NEW~~ RENEWAL) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2017-80	Cooperative Agreement between Meridian Behavioral Healthcare, Inc. and the School Board of Suwannee County, Florida (*Renewal*) **(pgs. 34-50)**
#2017-81	Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida and Independent Training for the Blind, Inc. (*Renewal/Revised*) **(pgs. 51-64)**

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 12:16 p.m.

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
October 25, 2016

MINUTES

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

School Board Member-Elect Tim Alcorn was present.

UTSC President Annette Kinsey and School Resource Officer Rachel Rodriguez were also present.

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

Student remarks and pledge to the flag by Suwannee High School National Honor Society student organization

Special Recognition by the Superintendent:

- Branford High School Art Club Students
  Ben Bowman — Marion-Ian Javier
  Jessica Bowman — Crystal Stevens
  - Cedar Plank Art Project sponsored by High Springs Historical Society

- Shirley Carte
  - Inducted into the Florida FFA Hall of Fame

- Tim Carver
  - Coordinating the Suwannee High School Bulldog Football Breakfast for the past 18 years

- Spirit of Suwannee Music Park
  - ➢ Cash donation (approximately $2,761) to be used for the Suwannee Middle School, Suwannee High School, and Branford High School Band Programs

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

➢ There were none.

MOTION by Mr. Taylor, second by Mrs. Ulmer, for approval to adopt the Agenda. MOTION CARRIED UNANIMOUSLY

MOTION by Mrs. Ulmer, second by Ms. Cason, 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. 6-28)**

September 6, 2016	- Workshop Session
	- Special Meeting
	- Public Hearing (*adopt final Millage Rates and final Budget for 2016-2017*)
September 27, 2016	- Expulsion Issues Hearing (Private)
	- Regular Meeting

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

3. The following bills for the period September 1-30, 2016:

General Fund		
#163535 - 164257	$	1,957,905.21
Electronic Fund Transfers		2,667,170.44
	$	4,625,075.65
Federal Fund		
#48536 – 48670	$	279,608.47
Electronic Fund Transfers		444,502.10
	$	724,110.57
Food Service Fund		
#30905 – 31019	$	355,585.28
Electronic Fund Transfers		95,737.88
	$	451,323.16
2.0 LCIF		
#7424 - 7454	$	35,852.67
Electronic Fund Transfers		826.00
	$	36,678.67

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

General	LCIF	Special Revenues
I-3	III-3	IV-3 (Federal)
		IV-3 (Food Service)

5. Approval to accept the following donated items:

Site	Item	Donor
Band Programs (SMS/SHS/BHS)	Approximately $2,761 (cash)	Spirit of Suwannee Music Park
IT Department (SHS/STEM)	$10,000 (cash)	PotashCorp-White Springs (PCS)

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

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Jacobe	Delcastillo	Columbia	Suwannee	10
Cherish	Randles	Columbia	Suwannee	3
Jeremy	Randles	Columbia	Suwannee	5
Leann	Randles	Columbia	Suwannee	1
Billy	Jenkins Jr.	Suwannee	Columbia	12

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Kaitlyn	Brown	BHS	SHS	11

7. Approval to change the December Regular Board Meeting from December 27, 2016, to December 20, 2016.

REGULAR AGENDA

School Board Member Jerry Taylor:

1. Discussion and possible action regarding the selection of an alternate School Board-Appointed Citizen Member to serve on the Value Adjustment Board (VAB) for 2016-2017.

   (Note: Bill O'Connor was originally Board approved, on May 24, 2016, to serve on the VAB for 2016-2017 as the alternate School Board-Appointed Citizen Member. After Adrienne Burke's resignation from the VAB, Mr. O'Connor was Board approved, on October 11, 2016, to be the Sitting/Primary School Board-Appointed Citizen Member.)

MOTION by Mrs. Ulmer, second by Mr. White, for Jenny Lloyd, with Haystack Farms, to serve as the alternate School Board-Appointed Citizen Member on the Value Adjustment Board (VAB) for 2016-2017. MOTION CARRIED UNANIMOUSLY

Assistant Superintendent of Instruction – Janene Fitzpatrick:

2. MOTION by Mr. Taylor, second by Mrs. Ulmer, for approval of the 2016-2017 School Improvement Plans for all District schools. (Copies are available for review in the office of the Assistant Superintendent of Instruction.) **(pg. 29)** MOTION CARRIED UNANIMOUSLY

Director of Federal Programs – Lila Udell:
(Presented by Assistant Superintendent of Instruction – Janene Fitzpatrick)

3. MOTION by Mrs. Ulmer, second by Ms. Cason, for approval of the 2016-2017 District Parent Involvement Plan and the 2016-2017 Parent Involvement Plans for all District schools. (Copies are available for review in the office of the Director of Federal Programs.) **(pg. 30)** MOTION CARRIED UNANIMOUSLY

Director of Food Service – Lisa Dorris:

4. MOTION by Mrs. Ulmer, second by Ms. Cason, for approval of the following personnel item for the 2016-2017 school year:

   a. Add one 3-hour temporary Food Service Worker position at Suwannee High School **(pg. 31)**

   MOTION CARRIED UNANIMOUSLY

Director of Human Resources – Dr. Bill Brothers:

5. MOTION by Mr. Taylor, second by Mr. White, for approval to advertise additions and revisions to the Suwannee County School Board Policy Manual as follows:

#4.019	Grade Forgiveness (*New*) **(pgs. 32-34)**
#4.09	Athletics (*Revised*) **(pgs. 35-36)**
#6.131	Teaching Out of Field (*Revised*) **(pgs. 37-38)**
#6.401	Conflict of Interest in Purchasing (*Revised*) **(pg. 39)**

MOTION CARRIED UNANIMOUSLY

6. MOTION by Mr. Taylor, second by Mrs. Ulmer, for approval of the Personnel Changes List, along with the following changes: Page 41, under TERMINATIONS: Suwannee Middle School, delete Theresa Owens from the agenda; Page 41, under RECOMMENDATIONS: INSTRUCTIONAL: Suwannee Primary School, Casandra Yulee, change effective date from November 1, 2016, to October 24, 2016. **(pgs. 40-47)** MOTION CARRIED UNANIMOUSLY

PERSONNEL CHANGES APPROVED:

RESIGNATIONS: NON-INSTRUCTIONAL:

Suwannee Primary School:
Rajan Mahrajh, Custodian, effective October 24, 2016

Transportation:
Amanda Colon, Bus Driver, effective September 13, 2016
Tara Spears, Bus Driver, effective September 22, 2016

TERMINATIONS:

Food Service:
Sarah Hatch, Food Service Worker, effective September 29, 2016
Tara Spears, 3 Hour Food Service Worker, effective September 26, 2016

~~Suwannee Middle School:~~
~~Theresa Owens, Paraprofessional, effective October 17, 2016~~

RETIREMENT: NON-INSTRUCTIONAL:

Food Service:
Arlene Baker, Food Service Manager, effective December 30, 2016

RECOMMENDATIONS: INSTRUCTIONAL:

Suwannee High School:
Cheri Copeland, Teacher, effective October 21, 2016
REPLACES: William Roche

Debra Singletary, Teacher, effective October 10, 2016
REPLACES: Debra Land

Suwannee Primary School:
Casandra Yulee, Teacher, temporary, effective ~~November 1, 2016~~ October 24, 2016
REPLACES: Abby Fleming

PART-TIME/HOURLY EMPLOYEES:

RIVEROAK Technical College:
COMMUNITY EDUCATION (Pending class enrollment)
Kevin Constanza Renderos — Conversational Spanish

Food Service:
Robin Krause, 3 Hour Food Service Worker- SHS

LEAVE OF ABSENCE (MATERNITY):

Suwannee Primary School:
Abby Fleming, tentatively November 1, 2016 through March 6, 2017

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

Branford High School:
Deanna Burkett, Teacher, September 21-22, 2016 for a total of 14.5 hours.

Suwannee High School:
Carmen E. Reyes, Teacher, September 15, 2016 & September 19, 20, and 21, 2016, for a total of 24 hours.

MENTORS:
The following to serve as mentors:

Mentor:	Mentee:	Location:
Susan Mackin & Lynsee Dicks	Priscilla Jones	BES PECDS
Teresa Conger	Kim Garrett	BES PECDS
Vera Knighton	Erin Roberts	BES PECDS
Danelle Bradow	Carlos Diaz	BHS PECDS
Jennifer Bonds	Ashley Threm	SES
Lisa Gray	Jennifer Hitt	SES PECDS
Michelle Mowry	Mary Metz	SES
Sue Ratliff	Miranda Jackson	SES
Damon Wooley	Ryan Hiers	SHS
Emily Blackmon	Belinda Fries	SHS
Kary Black	Sarah Trimm	SHS
De Broughton	Suzanne Wilson	SHS
Julie Griswold	Brooke Cox-Knowles	SIS

Kelly Parker	Melissa Horn	SIS
Marcia Boatright	Scott Conely	SIS
Marcia Boatright	Stacey Smith	SIS
Shannon Chauncey	Christina Newhart	SIS
Theda Roper	Kendra Crews	SIS
Jenny Clark	Brittany Busby	SMS PECDS
Jenny Clark	Dana Drawdy	SMS
Jenny Clark	Francis Cohen	SMS PECDS
Jenny Clark	Trudy Benson	SMS PECDS
Mary Check-Cason	Alexi Wilson	SMS PECDS
Mary Check-Cason	Samantha Land	SMS
Mary Check-Cason	Scott Morris	SMS PECDS
Melissa Cameron	Katie Quincey	SMS PECDS
Jessica Johnson	Katey Melland	SPS PECDS

SUPPLEMENTARY:

NAME	POSITION	LOCATION	REPLACES
Trudy Benson	Planning Period Supplement	SMS	
Keith Cherry	Varsity Assistant Football Coach	SHS	Seth Stebbins
Francis Cohen	Basketball Assistant Coach	SMS	Lonnie Ford
Francis Cohen	Football Assistant Coach	SMS	Matthew Yanossy
Tinsley Smith**	Softball Assistant Coach	SMS	Billy McClellan
Ronnie Gray	Football Assistant Coach	SHS	Mark Beach
Glen Green	Head Soccer Coach	SMS	Francis Cohen

***pending certification*

MISCELLANEOUS:

The approval of Daniel Taylor as a Suwannee Virtual School Teacher effective October 6, 2016.

Jaclyn Paige Harris resigned from her teaching position with Suwannee Virtual School effective October 18, 2016

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Food Service Department:
Tammie Boutell, SMS Food Service Worker 8 hour, temporary
REPLACES: Mattie Herring
Sheree Dugdale, BHS Food Service Worker 8 hour, temporary
REPLACES: Linda Hingson
Toni Vargas-Garcia, SPS Food Service Worker 6 hour
REPLACES: Lucille Turner

Suwannee High School:
Christopher Ringlein, Custodian, effective October 12, 2016
REPLACES: Claudies Ivey

Transportation Department:
Joanne Ripley, Bus Driver, effective October 10, 2016
REPLACES: Tara Spears

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

Transportation Department:
Crystal Fernandez, Bus Driver, September 23, 26, and 27, 2016 for a total of 10 hours.

LEAVE OF ABSENCE (FMLA):

Transportation Department:
Haddie Mann, Bus Driver, tentatively September 22, 2016 through October 5, 2016

Carol Jenkins, Bus Driver, tentatively August 16, 2016 through October 24, 2016, with the option of returning sooner.

Scott Melanson, Transportation Mechanic, tentatively October 3, 2016 through October 17, 2016.

STUDENT WORKERS:

Cynthia Cruz	St. Luke's/English Literacy/Civics
Jessica Martin-Alunso	St. Luke's/English Literacy/Civics
Liliana Martin	St. Luke's/English Literacy/Civics
Joanna Quezada	St. Luke's/English Literacy/Civics
Carlos Zaragoza	St. Luke's/English Literacy/Civics
Sandra Howard	RTC/Early Childhood Education/My Play School
Melanie Rodriguez	RTC/Medical Administration

SUBSTITUTES:

The following as a Substitute Custodian:
Antwann Ford

The following as a Substitute Bus Driver:
Richard Dunmoyer
Wayne Couture

The following as a Substitute Teacher:
Paula Woodson Loper

VOLUNTEERS:

Dana Abbott	Barry Armstead	Melissa Barker
Kaila Acevdeo	Ashley Arnold	Amanda Barnes
Jessica Alcorn	Kelley Arnold	Denise Barnett
Rhonda Alfonso	Sandra Aycock	Judy Bass
David Allen	Amy Bailey	Brooke Bass
LaChandra Ansley	James Ballentine	Aaron Bass
Christopher Aretino	Kelly Ballentine	Jennifer Bass

Senica Bates
Melissa Beam
Jennifer Beaudoin
Chris Benson
Sara Benson
Victoria Bilodeau
Angela Blalock
George Blow III
Jennifer Bond
Sandra Bonds
Rashunda Bowden
Christina Bowers
Kelly Bradow
Candise Branch
Kristin Brannan
Brandy Brakenwagen
Emily Brantley
Cassie Brantley
Gloria Bravo
Tara Bronson
Shambreya Brooks
Bill Brothers
Erica Brown
Carrie Brown
Crystal Brown
Elizabeth Bruening
Candace Buckler
Amber Buda
Deanna Burkett
John Burley
Fullon Bush
Betsy Byrd
Whitney Campbell
Shirley Campbell
Christina Cannon
Kimberly Cannon
Lisa Carnley
Teresa Carrier
Melissa Carter
Craig Carter
Harold Carter
Amanda Carver
Sheila Cashmore
Mary Caskin
Lindsey Casteel
Kelly Caudill
Donneshia Chambers
Jenna Chancey
Wendy Chauncey
Adrienne Chauncey
Andrea Cheshire
Westley Christian
Amanda Clark
Brenda Clark
Penny Clark
Latavia Clayton
Heather Clower
Pamela Cochran
Jerry Coker
Ashley Collins
Melissa Conner
Holly Conway
Nikki Copeland
Breanna Copeland
Ashley Corbin
Brandy Corbin
Kristin Corbin
Pamela Corbin
Tara Corbin
Grant Cotton
Sky Coupe
Daniel Courtemanche
Megan Cowart
Felicia Crawford
Michelle Cribbs
Brian Criggall
Tabetha Crosby
Tamala Cruz
Delia Cruz-Vargas
Ashley Dalton
Miranda Danzeisen
Jacqueline Darrow
Andrea Davis
Erin Deadwyler
Dallas Deadwyler
LeAnn Dees
Ravinn Dees
Marquette Demps
Julia Denmark
Rachel Derringer
Patricia Dibenedetto
Amanda Drake
Jennifer DuBose
Cathy Dunmoyer
Jennifer Durden
Garrett Durham
Haley Edgar
Cheryl Ervine
Veronica Esparza
Anairis Espinosa
Steven Esposito
Casey Estep
Kathy Ezell
Elouise Felknor
Ana Fernandez
Angelina Ferrell
Donna Fewell
Christina Field
Takale Fields
Stephanie Fields
Marilyn Filion
Leah Fillyaw
Janene Fitzpatrick
Flordeliz Flordeliz
Cortney Flowers
Haley Floyd
Jennifer Floyd
Ashley Fontenot
Amy Fraddosio
Teresa Frances
Samantha Frazier
Mary Fridman
Brittany Gabey
Kevin Gabey
Ana Manzo-Garcia
Angela (Joy) Galler
Holly Gamble
Jessica Garcia
Yanislyvi Garcia
Colleen Gartner
Jeffrey Geering
Joshua Gerhauser
Jeri Giddens
Keri Gill
Liticia Gillespie
Naomi Gilliard
Esmeralda Gonzales
Christina Gonzalez
Bret Grantham
Jenna Grider
Lakeva Griffin
Robert Griffith
Guyten Guyton-Nelson
Irina Hacesone
Aimee Hackney
Brenda Haefeker
Thena Hall
Kendall Hall
Emma Hare
Megan Harrell

Andrew Harrell Jr
Dylan Harrelson
Amanda Harris
Dana Harris
Aaron Harris
Diana Harris
Gracelynn Harris
Brandi Harrison
James Harrison
Sarah Hatch
Jennifer Hayes
Maday Hayes
Tina Hayes
Donna Hedgespeth
Jeanie Hegenaurer
Tenesha Henderson-Pate
Megan Henry
Laura Hernandez
Teresita Hernandez
Brittany Hernandez
Jessica Hernandez
Guadalupe Hernandez
Kimberly Hernandez
Toi Herring
Wendy Hewett
Majesta Hewiett
Kelli Hicks
Lisa Hicks
Amanda Hillard
Tawanna Hines
Marcella Holden
Monica Holt
Natalie Horne
Heather Hotton
Linda Howard
Darla Howard
Earlene Howard
Victoria Hudson
Rhonda Hughes
Kelley Humphries
Jamie Hunt
Zena Hunter
Jenna Hunter
Ester Hurtado
Maria Ibarra
Suzannah Irby
Toby Irby
Courtney Ivan
Alicia Jackson
Melissa Jacobs
Cheryl Jaffe
Rianna Jelks
Michelle Jenkins
Heymi Jimenez
Michael Johnson
Ann Johnson
Brooke Johnson
James Johnson
Carl Johnson
Sarah Jolley
Alexis Jones
Tina Jones
Christina Jones
Lamarra Jones
Erica Jordan
Charity Keen
Joni Kelly
Jessica Kelly
Marguerite Kines
Nikky King
Scott Koehn
Sandra Klecka
Thomas Klecka
Amanda Konvalinka
Amanda Koon
Robin Krause
Jennifer Kreis
Jennifer Kuyrkandal
Angela Lachance
Trannie Lacquey
Denise Lambert
Laura Land
Reba Lane
James Lanier
Lowell Law
Rebecca Layman
Marisol Leal
Calvin LeBlanc
Stormy Lee
Kenndy Lee
Jason Leffler
Vanessa Leffler
Rhonda Lepper
Myra Lewis
Marianne Lewis
Brittany Logan
Marilyn Loges
Autumn Lokan
Mrytis Lomba
Niki Lorenjatos
Daniel Lucier
Mary Lyras
Rhonda Magargel
Amanda Martin
Nita Mathis
Patriece Matthews
Alan May
Sebrina May
Shelby May
Constance McCall
Latasha McClaine
Grace McClendon
Jenny McCook
Chadwick McCormick
Sharon McEwen
Destinee McFadden
Kaylee McFarlin
Leslie McFarlin
Samantha McInnis
Dalton McNair
Tammy McWherter
Carolyn Meeks
Holly Melland
Nichole Menefee
Robyn Metzger
Jerry Miller
Hannah Miller-Montoya
Leslie Mitchell
Marsha Mitchell
Debbie Mixon
Christine Moor
Misty Moseley
Mary Moses
Jennifer Napier
Gina Nardiello
Norma Nealon
Stephanie Newman-Kirby
Morgan Nickerson
Kyle Nickerson
Heather Nolan
Patrick O'Hara
Natasha O'Hara
Jessica Oliver
Katee O'Quinn
Traci Osborn
Torniqua Owens
Bernard Owens Jr
Brigette Parsons
Karen Parsons
Toni Patterson

Amanda Patton
Jennifer Payne
Jerri Pecanha
Marita Pendland
Robert Pendland
Angelica Peoples
Tara Peppers
Leticia Perez
April Pinkard
Jennifer Ponder
Laura Poore
Lorraine Poore
Ashley Porter
Jennifer Prevatt
Adam Prins
Kimberly Ranck
David Rang
Kerri Ratliff
Kirsten Redman
Brenda Reed
Myra Regan
Bretne Rich
Tyesha Riley
Patricia Rios
Juana Rios
Alicia Rivas
Brittany Roberts
Angela Roberts
Thomas Roberts
Jamie Roberts
Mary Roberts
Patricia Roberts
Ronnika Robinson
Maria Rodriguez
Rachel Rodriguez
Donna Ross
Debra Ross
KatieMarie Rutsky
Heather Sabourin
Stephanie Sanchez
Vanessa Sanders
Rebecca Sapp
Ashley Sapp-Edwards
Ashley Schick
Yvonne Scott

Heather Sebourin
Amanda Senea
Francis Sessions
Kristen Shaw
Destiny Sheperd
April Shuler
Mendy Sikes
Emily Simmons
Jennifer Sims
Hannah Skinner
Ennis Skinner
Linda Skinner
Ronald Skinner Jr
Brittany Slane
Mandy Slaughter
Jenny Sloan
Angelic Smith
Fatima Smith
Jennifer Smith
Marcia Smith
Samantha Smith
Walter Smith
Lori Smith
Sandra Smith
William Smythe
Krystina Snider
Nichole Snider
Nina Snipes
Jennifer Soluri
Martha Spiwak
Victoria St. John
Ashley Staley
Kevin Stancel
Bridget Stegall
Kayla Stephens
Jena Stute
Michael Stute
Jessica Sullivan
Jackie Taylor
Ashley Taylor
Martha Taylor
Tammy Tomlinson
Kimberly Taylor
Jerry Taylor
Timothy Taylor

Miranda Tehan
Canisha Thompkins
Alice Thompson
Aliesha Thompson
Cory Thompson
Jennifer Thompson
Alice Thompson
Briana Toledo
Shirley Tomac
April Truluck
Johnny Turnage
Ashley Turnage
Lila Udell
Laura VanBrocklin
Jason Vanzile
Megan Vanzile
Virginia Vasquez
Jamie Wachter
Eleni Wachter
Andrea Walker
Terri Watley
Linda Webb
Laura Welch
Amy White
Shantae White
April White
Dolores White
Wendy Whitfield
LaToria Williams
Paul David Williams
Sylvia Williams
Aubrey Wilkerson
Amber Wilson
Kiya Wiltgen
Deborah Winik

Jessica Wojcik
Sherry Wolfe
Melissa Wolfferts
Dianelys Woloszyn
Kevin Wright
Kristen Wright
Marian Wright
Alyssa Wynn
Lori Yohn

End of List
2016-2017
School Year

School Board Attorney – Leonard Dietzen:

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

Superintendent of Schools – Jerry Scarborough:

8. Superintendent's Report – Mrs. DePratter stated there were no matters to report for the Superintendent.

School Board Members:

9. Issues and concerns Board members may wish to discuss

    - Board members expressed their thanks and appreciation to Mrs. Ulmer and to Superintendent Scarborough for their years of service and dedication to our District.

(NOTE: Following the Board meeting, a reception was held to thank Mrs. Julie Ulmer for her 14 years of service to our School District as the School Board Member for District 3. The reception was held in the kitchen at the District Office.)

The meeting adjourned at 7:06 p.m.

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ED DA SILVA
DISTRICT 4

RONALD WHITE
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Mark A. Carver, Director of Facilities

THRU: Ted Roush, Assistant Superintendent of Administration

DATE: November 4, 2016

RE: Agenda Item for November 22, 2016, Regular Board Meeting

RECOMMENDATION:

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

BACKGROUND:

Capitalized assets are obsolete or no longer serviceable.

PROPERTY RECORD #	ITEM DESCRIPTION	ORIGINAL PURCHASE PRICE	ORIGINAL PURCHASE DATE	COST CENTER	REQUESTED DISPOSITION
99006580	LAPTOP CART	$ 1,499.00	Mar-09	TECHNOLOGY	Surplus
99007285	CART POWERSYNC IPAD	$ 2,197.80	Jul-10	TECHNOLOGY	Surplus
99003081	DELTA DRILL PRESS	$ 2,301.09	Jul-91	SMS	Surplus
99003080	DELTA RADIAL ARM SAW	$ 1,639.87	Jul-91	SMS	Surplus
99003079	DELTA BAND SAW	$ 1,482.69	Jul-91	SMS	Surplus
99003082	DELTA TABLE SAW	$ 1,757.00	Jul-91	SMS	Surplus
	TOTAL	$ 10,877.45			

Requested By: _____ APPROVED BY: _____

MARK A CARVER,
DIRECTOR OF PROPERTY RECORDS

SUPERINTENDENT

11/22/2016
DATE

BOARD CHAIRMAN

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LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Vickie DePratter, Chief Financial Officer

DATE: November 3, 2016

RE: Agenda Item for November 22, 2016, Regular Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following engagement agreement:

#2017-82 Engagement Agreement between Rumberger, Kirk & Caldwell and Suwannee County School District for legal services. (Renewal)

BACKGROUND:

This agreement is to renew the engagement agreement for legal services provided through the firm of Rumberger, Kirk & Caldwell, for the 2017 calendar year. Per the terms of the original agreement, the engagement will be reviewed for renewal annually. Terms and conditions of the engagement remain the same as the prior year.

Rumberger
KIRK & CALDWELL

Leonard J. Dietzen
Rumberger, Kirk &
Caldwell, P.A.
Attorneys at Law
215 South Monroe Street
Suite 702 (32301)
Post Office Box 10507
Tallahassee, Florida
32302-2507
Phone: 850.222.6550
Fax: 850.222.8783
ldietzen@rumberger.com
www.rumberger.com

November 7, 2016

Rumberger
School Board Chair
Suwannee County School District
702 2nd Street, NW
Live Oak, Florida 32064

Re: Suwannee County School ---Board Attorney Contract

Dear School Board Chair:

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

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

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

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

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

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

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

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

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

These rates are subject to review and adjustment by mutual agreement in December 2017 and every December thereafter so long as RKC is serving as School Board Attorney.

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

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

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

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

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

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

7. Contract Term. The contract term for the services as School Board Attorney to be performed by RKC will commence on January 1, 2017, and conclude on December 31, 2017, subject to the right of the Board to terminate such services on thirty (30) days written notice to RKC, and subject to renewal for successive one-year terms upon specific approval by the Board at each December Regular Board Meeting.

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

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

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

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

11. Subsidiaries, Parents and Affiliates. RKC represents the entity identified in the first paragraph of this letter. RKC represents many entities, some of which may be related, subsidiary, parent or affiliated entities. Furthermore, from time to time, the entity may be sold, acquired or transferred, creating a new set of related, subsidiary, parent or affiliated organizations. RKC adheres to the applicable Bar rules regarding such entities. Therefore,

please provide an ongoing list of entities which may be related, affiliated, parents or subsidiaries of your entity so RKC does not inadvertently find itself in a conflict of interest which may compromise RKC's ability to represent your entity.

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

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

(THE REMAINING PAGE IS INTENTIONALLY LEFT BLANK)

IN WITNESS WHEROF, the parties have set their hands and seals to this Agreement on this 22nd day of November, 2016.

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

School Board of Suwannee County, Florida

_____
Witness Signature

By_____
School Board Chair

_____
Type or Print Name of Witness

_____
Witness Signature

ATTEST_____
Superintendent of Schools

_____
Type or Print Name of Witness

*****

Rumberger, Kirk & Caldwell, P.A.

_____
Witness Signature

BY_____
Leonard J. Dietzen, III
Florida Bar No. 0840912

_____
Type or Print Name of Witness

_____
Witness Signature

_____
Type or Print Name of Witness

8544202.1

SUWANNEE COUNTY SCHOOL DISTRICT

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LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Vickie DePratter, Chief Financial Officer

DATE: November 3, 2016

RE: Agenda Item for November 22, 2016, Regular Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following form:

#7200-134 Suwannee County School Board Employee Leave Sell Back Form (New)

BACKGROUND:

Article XXVIII-2 of the Instructional Collective Bargaining Agreement and Article XX-2 of the ESP Collective Bargaining Agreement provides for employees to be able to sell back sick leave twice per year. Eligible employees desiring to sell back sick leave must provide notification to the District via this form.

This form has been reviewed and approved by board attorney, Leonard Dietzen.

Suwannee County School Board

Employee Leave Sell Back Form

Eligible Population: All employees that are classified as full time and that have accumulated at least 20 days of sick leave.

Program Parameters: Beginning July 1, 2016, eligible employees shall be able to sell back up to 5 days of sick leave time, twice per year, at 80% of the daily rate of pay as described below, in accordance with Florida Statute 1012.61.

For complete information regarding the Employee Leave Sell Back Option, please review Article XXVIII-2 (Instructional) and Article XX-2 (ESP) in the Collective Bargaining Agreement.

Employee Name:_____ Employee ID Number: _____

Worksite Location: _____

Position: _____

Days Requesting to Sell: _____

I understand that I have the opportunity to sell back up to 5 days of sick leave during the first week of November for the period of July 1st through October 31st and during the second week of May for the period of November 1st through April 30th. I understand that the days requesting to be sold must have been earned during the current year.

_____ _____

Employee's Signature Date

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BOARD ATTORNEY

MEMORANDUM

TO: Ted Roush, Superintendent of Schools

FROM: Vickie Music DePratter, Chief Financial Officer

DATE: November 9, 2016

RE: Agenda Item for November 22, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the Suwannee County School Board Internal Accounts Audit for fiscal year end June 30, 2016.

BACKGROUND:

The internal funds audit was conducted by Collins & Company, CPAs. An unqualified audit opinion was issued on the report for fiscal year 2015-2016. An unqualified audit opinion is the best opinion that can be issued and means that the financial statements are presented fairly in all material respects.

All findings cited in the report have been addressed and compliance review by appropriate school staff is ongoing.

A copy of the report will be provided to Board members via email, and hand delivery will be made at the November 22, 2016, regular meeting.

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LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Ted Roush, Assistant Superintendent of Administration

DATE: November 2, 2016

RE: Agenda Item for the November 22, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the 2016-2017 School Safety and Security Self-Assessment Form.

BACKGROUND:

Section 1006.07(6), Florida Statutes requires districts to conduct an annual self-assessment of their school district's safety and security program using the Office of Program Policy Analysis and Government Accountability (OPPAGA) School Safety and Security Best Practices. Based on the self-assessment findings, the superintendent shall provide recommendations to the school board that identifies strategies and activities the school district should implement in order to improve school safety and security.

The state provides that each school board must receive the self-assessment results at a publicly-noticed school board meeting to provide the public an opportunity to hear the school board members discuss and take action on any reported findings. The superintendent shall report the self-assessment results and school board actions to the Commissioner of Education within thirty (30) days following the school board meeting.

TR/dr

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LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools JF KP

FROM: Janene Fitzpatrick, Assistant Superintendent of Instruction JF KP

DATE: November 7, 2016

RE: Agenda Item for November 22, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval to advertise additions and revisions to the 2016-2017 Suwannee County Elementary and Secondary Student Progression Plans.

BACKGROUND:

The school board approves changes to the Student Progression Plan based on legislative action and/or district needs.

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BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Janene Fitzpatrick, Assistant Superintendent of Instruction

THRU: Vickie Music DePratter, Chief Financial Officer

DATE: November 2, 2016

RE: Agenda Item for November 22, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following agreement for the 2016-2017 school year.

#2017-83 UCHICAGO IMPACT LLC Agreement and Suwannee County School District (NEW)

BACKGROUND:

The 5Essentials System includes survey administration, research-tested scoring, report delivery, as well as training integrated throughout implementation. This training program will prepare districts and schools to administer the survey, access, analyze and use the 5Essentials data for action planning. The utilization of the 5E System is a requirement of the School Improvement Competitive Grant Application that was submitted in September. Also, the improvement of our District stakeholder surveys is included in the newly adopted District Strategic Action Plan.

AGREEMENT
BETWEEN UCHICAGO IMPACT LLC AND SUWANNEE COUNTY SCHOOL DISTRICT FOR THE 5ESSENTIALS

This Agreement ("Agreement"), dated November 22, 2016, ("Effective Date") is between UChicago Impact LLC, an Illinois not-for-profit corporation ("UChicago Impact"), and Suwannee County School District (SCSD), having an address at 702 2nd Street, NW, Live Oak, FL 32064. Each hereunder may be referred to separately as the ("Party"), or together as the ("Parties").

WHEREAS, UCHICAGO IMPACT agrees to provide the Materials and Services, and

WHEREAS, UCHICAGO IMPACT has experience and expertise in the design, administration, and analysis of surveys to assess educational institutions, and

WHEREAS, SCSD is committed to supporting and providing school reports of school quality in approximately eight schools in SCSD and

WHEREAS, SCSD wishes to administer the UChicago Impact's research-validated school climate survey to inform citizens about the quality of individual schools and their progress over time, and

WHEREAS, SCSD is prepared and intends to diligently implement the 5Essentials Organizing Schools for Improvement Survey for the benefit of students,

NOW, THEREFORE, for good and valuable consideration, the Parties agree as follows:

Section 1. Definitions

The capitalized terms listed below and used in this Agreement shall have the following meanings:

A. "Affiliate" means any corporation or other business entity that controls, is controlled by, or is under common control with a Party. A corporation or other entity shall be regarded as in control of another corporation or entity if it owns or directly or indirectly controls at least fifty percent (50%) of the outstanding shares or other voting rights of the other corporation or entity having the right to elect directors or such lesser percentage that is the maximum permitted to be owned by a foreign entity in those jurisdictions where majority ownership by foreign entities is prohibited.

B. "Derivative Work" means a work that is based on one or more pre-existing works, such as a revision, enhancement, modification, translation, abridgement, condensation, expansion, or any other form in which such pre-existing work may be recast, transformed, or adapted, and, if prepared without authorization of the copyright owner of such pre-existing work, would constitute a copyright infringement. For purposes of this Agreement, a Derivative Work includes a compilation that incorporates such pre-existing work.

C. "Material(s)" means (i) the hardcopy and physical items described in Exhibit A, (ii) the systems described in Exhibit A, and (iii) any changes that UCHICAGO IMPACT elects to

make that improves the manner in which (i) or (ii) fulfills existing requirements or extends the ways to accomplish an existing function.

D. "Reports and Data" means the 5Essentials School Reports and the 5Essentials Data described in Exhibit A.

E. "Services" means (i) the particular training events and/or support activities described in Exhibit A, (ii) the survey analysis services described in Exhibit A, and (iii) any changes that UCHICAGO IMPACT elects to make that improves the manner in which (i) or (ii) fulfills existing requirements or extends the ways to accomplish an existing function.

F. "Timeline" means the schedule described in Exhibit C.

Section 2. License, Materials and Services

A. Grant of License. Upon payment of the fees and subject to and conditioned on (a) SCSD continuing compliance with the 5Essentials Terms of Use and Privacy Policy, which may, from time to time, be modified, altered, or updated without prior notice, but which shall be provided to SCSD at the time it is changed, (b) SCSD continuing compliance with the terms and conditions of this Agreement, and (c) timely responses from SCSD, UCHICAGO IMPACT hereby agrees to provide to SCSD:

(i) the Materials for the Term of the Agreement;
(ii) the nonexclusive right to reproduce and distribute the Reports and Data;
(iii) the nonexclusive right to archive and store the Reports and Data.

B. Services. Upon payment of the fees and provided timely responses from SCSD, UCHICAGO IMPACT will use reasonable efforts to provide the Services to SCSD within the Timeline.

C. Reservation of Rights. UCHICAGO IMPACT reserves the worldwide right to use all aspects of the Materials for any purpose it may choose at its own discretion and without any payment therefore, with the exception of the data that the Florida Department of Education ("FDOE") provides to UCHICAGO IMPACT under Exhibit A, Section 1.A., of this Agreement. UCHICAGO IMPACT shall have the right to grant licenses to third parties to any aspect of the Product. Further, UCHICAGO IMPACT reserves the worldwide right to execute, reproduce and modify, create derivatives, to distribute, and to otherwise use the Materials and Services for any purpose it may choose at its own discretion and without any payment therefore.

D. No Other Rights. No rights in and to the Materials and Services other than those provided in this Section 2, express or implied, are conveyed by UCHICAGO IMPACT. No rights to any intellectual property except those conveyed in this Section 2 are conveyed by UCHICAGO IMPACT. Except as expressly permitted under this Agreement, SCSD is granted no rights to (i) reproduce any parts of the Materials, (ii) modify any parts of the Materials, (iii) provide access to or enable use of any user identification or password by any person(s), (iv) rent, lease, loan, or sell access to the Materials, (v) copy, rearrange, modify, adapt, upload, create derivate works from, perform, publish, distribute, redistribute, or disseminate any

Material(s), (vi) access the Materials to build a product using similar ideas, features, functions, interface, or graphics of the Materials, (vii) access (or attempt to access) any service within the Product by any means other than as permitted in the Terms of Use, or (viii) delete any copyright or other proprietary rights notice in the Materials.

E. Ownership. UCHICAGO IMPACT is the sole owner of all intellectual property relating to the Materials and Services existing as of the Effective Date. However, FDOE retains sole ownership of the data that it provides to UCHICAGO IMPACT under Exhibit A, Section 1.A., of this Agreement. Also, SCSD is the sole owner of the raw data produced from the scoring process of the 5Essentials School Improvement Survey. SCSD's sole ownership of this raw data does not abrogate UCHICAGO IMPACT's obligations under this Agreement. UCHICAGO IMPACT will also be the sole owner of all Derivative Works developed at any time during the course of this Agreement. SCSD agrees to cooperate with UCHICAGO IMPACT and to execute any grants and assignments of all rights as UCHICAGO IMPACT reasonably may request for the purpose of evidencing, enforcing, filing, registering or defending such ownership. SCSD shall comply with all copyright notices, information, and restrictions in the Materials and shall not alter, delete, or conceal any copyright, trademark, patent, or other notice on the Materials including notices on any part of any Material that is downloaded, displayed, printed, or reproduced.

Section 3. Payments

A. Payments. Upon execution of this Agreement, SCSD shall be responsible for payment of all fees within 30 days receipt of invoice. Twenty five percent (25%) of the total amount owed under this Agreement shall be due upon the opening of the survey window. Twenty five percent (25%) of the total amount owed under this Agreement shall be due at the close of the survey window, and the final payment of fifty percent (50%) shall be due at the delivery of the Reports.

B. Responsibility for Payments. SCSD shall be fully responsible for any payments due to UCHICAGO IMPACT under this Agreement. Time is of the essence with respect to all payments made by SCSD to UCHICAGO IMPACT.

C. Overdue Payments. Payments due to UCHICAGO IMPACT under this Agreement shall, if not paid when due under the terms of this Agreement, bear simple interest at the lower of the prime rate of interest (as published by Citibank, N.A. on the date such payment is due) calculated on the basis of a 365-day year for the number of days actually elapsed, beginning on the due date and ending on the day prior to the day on which payment is made in full. Interest accruing under this Section 3.C shall be due to UCHICAGO IMPACT on demand or upon payment of past due amounts, whichever is sooner. The accrual or receipt by UCHICAGO IMPACT of interest under this Section 3.C shall not constitute a waiver by UCHICAGO IMPACT of any right it may otherwise have to any other remedies available to UCHICAGO IMPACT including the right to declare a default under this Agreement or to terminate this Agreement. SCSD shall pay for all costs and fees including reasonable attorney's fees that UCHICAGO IMPACT must expend in order to collect any amounts due and owing to UCHICAGO IMPACT after reasonable attempts have been made to collect the amounts or, in UCHICAGO IMPACT'S discretion, after the amounts remain outstanding for

a period of ninety (90) days from the payment due date.

Section 4. Diligence

A. Efforts. SCSD shall use reasonable efforts to exploit the licenses granted herein by diligently utilizing the Materials and Services.

Section 5. Term and Termination

A. Term. The Term of this Agreement is November 22, 2016 through June 30, 2017.

B. UCHICAGO IMPACT'S Right to Terminate. UCHICAGO IMPACT shall have the right to terminate this Agreement as follows, in addition to all other available remedies:

i. If SCSD fails to make any payment (whether of cash, or other form of consideration) when due, this Agreement shall terminate effective ten (10) days after UCHICAGO IMPACT'S written notice to SCSD describing such failure, unless SCSD makes such payment within such ten (10) days.

ii. If SCSD breaches any obligation of this Agreement other than an obligation to make a payment when due, this Agreement shall terminate effective thirty (30) days after UCHICAGO IMPACT'S written notice to SCSD describing such failure, unless SCSD cures such failure to the satisfaction of UCHICAGO IMPACT within such thirty (30) days.

iii. If SCSD shall have filed by or against it a petition under any bankruptcy or insolvency law it shall immediately notify UCHICAGO IMPACT. If such petition is not dismissed within sixty (60) days of its filing, or if SCSD makes an assignment of all or substantially all of its assets for the benefit of its creditors, SCSD shall immediately notify UCHICAGO IMPACT and UCHICAGO IMPACT may terminate this Agreement by written notice effective as of the (i) date of filing by SCSD of any such petition, (ii) date of any such assignment to creditors, or (iii) end of the sixty (60) days if a petition is filed against it and not dismissed by such time, whichever is applicable.

iv. If SCSD shall be dissolved, liquidated or otherwise ceases to exist, other than for reasons specified in Section 5.B.iii. above, this Agreement shall automatically terminate as of (i) the date articles of dissolution or a similar document is filed on behalf of SCSD with the appropriate government authority or (ii) the date of establishment of a liquidating trust or other arrangement for the winding up of the affairs of SCSD.

C. SCSD's Right to Terminate. SCSD may notify UCHICAGO IMPACT of its desire to terminate this Agreement at any time by giving UCHICAGO IMPACT thirty (30) days prior written notice. The termination shall take effect thirty (30) days from UCHICAGO IMPACT's receipt of written notice.

D. Survival. The following shall survive any termination of this Agreement for any reason: (i) all causes of action accruing to either Party under this Agreement; (ii) SCSD's obligation to pay all amounts payable under this Agreement accrued prior to the date of termination; and

(iv) Sections 4, 5.E, 6, and 7 of this Agreement.

E. Post Termination, Post Expiration Obligations of SCSD. Upon the termination of this Agreement for any reason, or the expiration of this Agreement, all rights of SCSD to use the Materials and Services, and any other rights conferred to SCSD by this Agreement, with the exception of the use of Reports and Data provided pursuant to Sections 2.A.ii. and 2.A.iii., shall immediately thereafter cease. SCSD shall not thereafter operate or conduct business under any name or mark and in any manner that might tend to create the impression that this Agreement is still in force, and/or any trademark or servicemark of UCHICAGO IMPACT. All payments including fees and costs due under this Agreement and not paid yet shall become immediately due and payable.

Section 6. Representations, Warranties, Disclaimers

A. Representations, Warranties and Covenants of SCSD. SCSD hereby represents, warrants and covenants that:

i. SCSD is a non-profit organization, duly organized, validly existing and in good standing under the laws of Florida and has the corporate power and authority to execute and deliver this Agreement, and perform its obligations under this Agreement.

ii. The execution, delivery and performance have been duly and validly authorized by SCSD, and upon execution and delivery by SCSD, this Agreement will constitute a valid and binding agreement of SCSD.

iii. SCSD has no other agreements that conflict with the obligations undertaken and rights and licenses granted in this Agreement.

iv. Any use of the Material(s) by SCSD shall comply with and conform to all applicable specifications required by any state and federal laws, including but not limited to the Family Educational Rights and Privacy Act (FERPA) 20 USC 1232g et. seq.

v. SCSD shall timely make all payments to UCHICAGO IMPACT required by this Agreement.

B. Disclaimer of Warranties. UCHICAGO IMPACT MAKES NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, UNDER THIS AGREEMENT. IN PARTICULAR, UCHICAGO IMPACT DISCLAIMS ANY WARRANTY WITH RESPECT TO THE MATERIALS AND SERVICES OR WITH RESPECT TO ANY COPYRIGHTS AND TRADEMARKS COVERING MATERIALS OR SERVICES, INCLUDING BUT NOT LIMITED TO, ANY REPRESENTATIONS OR WARRANTIES ABOUT (I) THE ACCURACY, SAFETY OR USEFULNESS FOR ANY PURPOSE OF ANY INFORMATION PROVIDED BY UCHICAGO IMPACT TO [ORG ABBREV] WITH RESPECT TO THE MATERIALS AND SERVICES OR WITH RESPECT TO ANY COPYRIGHTS OR TRADEMARKS COVERING MATERIALS OR SERVICES AND ANY PRODUCTS DEVELOPED FROM OR COVERED BY THEM; (III) WHETHER THE USE OF ANY MATERIALS OR SERVICE WILL OR MIGHT INFRINGE A PATENT OR OTHER INTELLECTUAL PROPERTY RIGHT OWNED OR

LICENSED BY A THIRD PARTY; OR (IV) THE ACCURACY, SAFETY, OR USEFULNESS FOR ANY PURPOSE OF THE MATERIALS OR SERVICES. IN ADDITION, UCHICAGO IMPACT SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

Section 7. Miscellaneous

A. Entire Agreement, Amendment, Waiver. This Agreement, together with the Exhibits attached hereto constitutes the entire agreement between the parties regarding the subject matter hereof, and supersedes all prior written or oral agreements or understandings (express or implied) between them concerning the same subject matter. This Agreement may not be amended or modified except in a document signed by duly authorized representatives of each Party. No waiver of any default hereunder by either Party or any failure to enforce any rights hereunder shall be deemed to constitute a waiver of any subsequent default with respect to the same or any other provision hereof.

B. Notice. Any notice required or otherwise made pursuant to this Agreement shall be in writing, sent by registered or certified mail properly addressed, or by facsimile with confirmed answer-back, to the other Party at the address set forth below or at such other address as may be designated by written notice to the other Party. Notice shall be deemed effective three (3) business days following the date of sending such notice if by mail, on the day following deposit with an overnight courier, if sent by overnight courier, or upon confirmed answer-back if by facsimile.

If to UCHICAGO IMPACT:	UChicago Impact, LLC. The University of Chicago 1313 E. 60th Street Chicago, Illinois 60637 Email: eransom@uchicago.edu Attn: Elliot Ransom
If to SCSD:	Janene Fitzpatrick, Asst. Superintendent of Instruction Suwannee County School District 702 2nd Street, NW Live Oak, FL 32064 janene.fitzpatrick@suwannee.k12.fl.us
Copy to:	Leonard J. Dietzen, III Rumberger, Kirk & Caldwell, P.A. Attorney for Suwannee County School District P. O. Box 10507 Tallahassee, FL 32302-2507 ldietzen@rumberger.com

C. Assignment. This Agreement shall be binding on the parties hereto and upon their respective successors and assigns. SCSD may at any time, upon written notice to the other Party, assign or delegate to a successor to all or substantially all of its business any of its rights and obligations hereunder, provided that, any such assignment or delegation shall in no event relieve SCSD of its primary responsibility for the same. Any such assignment shall be conditioned on and shall not be effective until the assignee or transferee has executed and delivered a written agreement assuming and undertaking all of the duties and obligations of the assignor or transferor under this Agreement. Except as provided above, SCSD may not assign or delegate any right or obligation hereunder without the prior written consent of UCHICAGO IMPACT, which consent shall not be unreasonably withheld, and any attempted assignment or delegation in violation thereof shall be void.

D. Governing Law. The interpretation and performance of this Agreement shall be governed by the laws of the State of Florida applicable to contracts made and to be fully performed in that state.

E. Independent Contractors. The Parties agree that the relationship of UCHICAGO IMPACT and SCSD established by this Agreement is that of independent contractors. Furthermore, the Parties agree that this Agreement does not, is not intended to, and shall not be construed to, establish a partnership or joint venture, and nor shall this Agreement create or establish an employment, agency or any other relationship. Neither Party shall have any right, power or authority, nor shall they represent themselves as having any authority to assume, create or incur any expense, liability or obligation, express or implied, on behalf of the other Party, or otherwise act as an agent for the other Party for any purpose.

F. No Use of Name. Except for uses required in connection with implementation of the Product, both parties to this Agreement agree not to use either Party's name in any commercial activity, marketing, advertising or sales brochures except with the prior written consent of the other Party, which consent will not be unreasonably withheld. SCSD agrees not to use the name of any UCHICAGO IMPACT's employee(s) in any commercial activity, marketing, advertising or sales brochures.

G. Waiver. No term or provision of this Agreement shall be waived and no breach excused unless such waiver or consent shall be in writing and signed by the Party claimed to have waived or consented. No waiver of a breach shall be deemed to be a waiver of a different or subsequent breach.

H. Construction. Each Party has consulted counsel of their choice regarding this Agreement, and each acknowledges and agrees that this Agreement shall be construed without regard to the Party or Parties responsible for the preparation of the same and shall be deemed as prepared jointly by the Parties. Any ambiguity or uncertainty existing herein shall not be interpreted or construed against any Party.

I. Execution. This Agreement may be executed by the Parties in any number of identical counterparts, each of which, for all purposes shall be deemed to be an original, and all of which shall constitute, collectively, one instrument.

J. Severability. If any provision of this Agreement shall be held illegal, unenforceable, or in conflict with any laws of any federal, provincial, state, or local government that may exercise jurisdiction over this Agreement, the validity of the remaining portions or provisions shall not be affected thereby.

K. Third Party Beneficiaries. All rights, benefits and remedies under this Agreement are solely intended for the benefit of UCHICAGO IMPACT and SCSD, and no other person or entity shall have any rights whatsoever to (i) enforce any obligation contained in this Agreement; (ii) seek a benefit or remedy for any breach of this Agreement; or (iii) take any other action relating to this Agreement under any legal theory, including but not limited to, actions in contract, tort (including but not limited to negligence, gross negligence and strict liability), or as a defense, setoff or counterclaim to any action or claim brought or made by the Parties.

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

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their respective duly authorized officers or representatives on the date first above written.

UChicago Impact LLC	SCSD
By: _____	By: _____
Elliot Ransom	TBD
5Essentials Director, UChicago Impact LLC	Superintendent of Schools
Date of signature: _____	Date of signature: _____

EXHIBIT A
Materials and Services

Section 1. 5Essentials Administration

UChicago Impact will administer the 5Essentials School Improvement Survey to all schools specified by SCSD provided that school rosters are finalized and received by the roster deadline, December 19, 2016. Student and teacher rosters, as well as parent counts, are to be provided by the Florida Department of Education ("FDOE"), in accordance with 34 C.F.R. § 99.31(a)1. The surveys will be administered using the 5Essentials Survey Administration Tool during the 2016-17 school year. This tool provides online access to the 5Essentials Student and Teacher surveys and supplemental Parent Survey.

A. Rosters and Confidentiality

i. SCSD designates UChicago Impact as its agent for conducting and scoring the 5Essentials survey and authorizes FDOE to release personally identifiable education records necessary for that purpose to UChicago Impact, in accordance with 34 C.F.R. § 99.31(a)(3). UChicago Impact will work directly with FDOE to acquire rosters in the correct format for all a) schools, b) principals, c) teachers, and d) students as well as e) parent counts. Student data may include, but is not limited to:

(1) School ID number
(2) Last and first name
(3) Student ID number
(4) Grade level
(5) Date of birth
(6) Gender
(7) School postal code
(8) Race (optional)
(9) ESE status (optional)

ii. Data provided by FDOE is, by federal and state law, confidential and shall be used only for the purposes authorized herein. Under no circumstances shall records and reports be released by FDOE to any party unless such release is in strict accordance with the provisions, and to the entities identified in, the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g; 34 C.F.R. Part 99; and chapter 119 and sections 1002.22 and 1002.221, Florida Statutes. UChicago Impact acknowledges its separate obligations in accordance with the requirements of these provisions by establishing duties of confidentiality, privacy, and nondisclosure.

iii. Student identification will be kept confidential and stored on secure servers for both outreach and survey administration. Only UChicago Impact staff and agents necessary for administration of the survey will have access to student identifiers during administration. Deliberate or accidental misuse of information may result in loss of access, disciplinary action, or dismissal or prosecution under the scope of all applicable federal and state laws

and regulations. All persons who gain access to information from FDOE in any form must adhere to the following provisions.

iv. UChicago Impact may not, and must ensure that no other individuals:
   (1) Share unit record data with any other individual or organization without the express written consent of FDOE, except that data may be shared with SCSD in accordance with law;
   (2) Use data for any purpose other than that stated herein;
   (3) Allow any unauthorized use of information provided or generated;
   (4) Publically disseminate reports containing identifiable data or aggregate cell sizes of less than 10 individuals. (Reports must mask these cells so that results are not revealed.)

v. In compliance with Florida's public records laws, UChicago Impact shall:
   (1) Keep and maintain public records that ordinarily and necessarily would be required by FDOE in order to perform the service;
   (2) Provide the public with access to public records on the same terms and conditions that FDOE would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law;
   (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and
   (4) Meet all requirements for retaining public records and transfer, at no cost, to FDOE all public records in its possession upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to FDOE in a format that is compatible with the information technology systems of FDOE.

vi. Survey responses will not be traceable to the individual providing the response.

B. Survey Coordinators
In addition to the principal, each school may designate a coordinator to assist with facilitation of the survey. The principal and coordinator will receive a short manual detailing their roles and responsibilities for survey administration.

C. Student Survey Administration
Students will login to their survey using a district/school assigned student ID and their birth date. Students have the right to omit responses to any question. The survey will be available to students in grades 4-12.

D. Teacher Survey Administration
Teachers will access the survey using a randomly assigned username and password issued by the 5Essentials Online Administration Tool. The survey will be available to all pre-kindergarten to high school teachers. Teachers have the right to omit responses to any question.

E. Parent Survey Administration
Parents will select for which school they are responding and enter basic demographic information before entering the survey. Parents have the right to omit responses to any question.

F. Response Rate Monitoring
The 5Essentials Survey Administration Tool will provide weekly response rate updates to SCSD, district/charter administrators, principals and survey coordinators. The Tool will also allow users to check response rates at any time.

i. To receive teacher data, schools must have at least 50% of teachers start the survey and have at least eight (8) valid respondents per item.

ii. To receive student data, schools must have at least 50% of students start the survey and have at least 10 valid respondents per item.

iii. To receive supplemental parent data, schools must have at least 20% of parents complete the survey.

Section 2. 5Essentials Scoring

UChicago Impact will score survey data from SCSD using a process developed at the University of Chicago Consortium on Chicago School Research (UChicago Consortium). The 5Essentials Scoring process creates school-level scores that minimize error by removing invalid responses using Rasch Analysis. 5Essentials Scoring allows school results to be compared from one year to the next and puts all schools within a particular grade level on the same scale, allowing schools with strengths and challenges to be identified

Section 3. 5Essentials School Reports

Schools receive a set of individualized, web-based reports that offer a comprehensive picture of school quality and provide a framework for understanding the hundred-plus survey questions. These reports include:

A. Performance on the 5Essentials, shown in color-coded, easy to read diagrams.

B. Changes in school performance over time on individual Measures and Essentials.

C. A one-year license to access their report online. Reports may be saved to PDF or printed at any-time during that year. Upon renewal each year, schools will receive an additional year of access.

Section 4. Report Release

Reports will be available on a password protected basis to SCSD staff at the end of the 6–8 week scoring window. Access to the reports will be available to district administrators and principals prior to a broader release. Reports will be made publically available upon request; the final release date will be determined by SCSD. The web address provided for reports will be florida.5-essentials.org.

EXHIBIT B
Materials and Service Pricing

Component	Unit Price	Units	Annual Price
5Essentials System *(unit is equivalent of one "school")* Includes: ▪ 5Essentials Surveys o 5Essentials Teacher Survey for all grade PK-12 teachers o 5Essentials Student Survey for all grade 4-12 students o Data on five essentials, 22 measures, and over 150 questions tested through 20 years of research at the University of Chicago. o Measures predictive of student and school outcomes. o Online survey administration built for schools. ▪ 5Essentials Scoring o University of Chicago scoring process. o Invalid respondent algorithm to remove intentionally or unintentionally inappropriate responses. o Predictive of school improvement changes. o 6-8 week turnaround time. ▪ 5Essentials Reports o Online reporting system for each school achieving 50% response rate from teachers and/or students. o Online reporting system for each school achieving 20% response rate from parents o Trends beginning in the second year of implementation. o Downloadable and printable reports. o 1-year license for principals and administrators. o Public access upon request.	$1548	8	$12.384
Supplemental Parent Survey for all grade PK-12 parents	$200	8	**$1,600**
5Essentials System Subtotal			
Total	**$13,984**		

EXHIBIT C
Timeline

Service	Description	Timeline
Logistics	SCSD will submit a signed contract to UChicago Impact and email a copy to FDOE.	November 22, 2016
	FDOE will supply UChicago Impact with school rosters and verify rosters for accuracy. Two Project Managers (one from UChicago Impact and one from FDOE) will serve as the main contact for the duration of the 5Essentials Implementation.	December 19, 2016
	UChicago Impact will clean school rosters AND provide principals and designated survey coordinators with online access to their rosters for verification purposes.	January 2017
5E Survey Administration	UChicago Impact will administer the survey to participating schools.	January 24-February 24, 2017
5E Scoring	UChicago Impact will analyze and score student, teacher and parent surveys.	February 27-April 21, 2017
5E Reporting	UChicago Impact will provide SCSD and its participating schools, with access to the survey reports	Week of April 24, 2017

EXHIBIT D
Invoicing

UChicago Impact will invoice SCSD based upon key milestones, as depicted in the table below.

Key Milestone	Amount Due	Approximate Timing
Opening of the Survey Window	25% of projected total contract value	January 24, 2017
Close of the Survey Window	25% of projected total contract value	February 24, 2017
Final Report Delivery	Remaining contract balance (approximately 50%)	April 24, 2017

EXHIBIT E
Participating Schools

The following schools from Suwannee County School District are participating in the 2016-17 5Essentials survey.

School ID	School Name
	Branford Elementary School
	Branford High School
	Suwannee Primary School
	Suwannee Elementary School
	Suwannee Intermediate School
	Suwannee Middle School
	Suwannee High School
	RIVEROAK Technical College

The following schools from [ORG FULL NAME] are participating in the 2016-17 5Essentials survey **contingent upon receiving a School Improvement Grant 1003(g) in Cohort 4 (SIG4). If SCSD does not receive a SIG4 award, the contract for those schools listed below ONLY will be voided.**

Note: Only districts that submitted a SIG4 proposal may complete this section of Exhibit E.

School ID	School Name

EXHIBIT F

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

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

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

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

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

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

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

REQUEST FOR RECORDS RELATING TO DISTRICT'S CONTRACT FOR SERVICES

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

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

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

SUWANNEE COUNTY SCHOOL 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
RONALD WHITE
DISTRICT 5
LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Mark A. Carver, Director of Facilities

THRU: Vickie Music DePratter, Chief Financial Officer
Ted Roush, Assistant Superintendent of Administration

DATE: November 7, 2016

RE: Agenda Item for November 22, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of Bid #17-206 "Aerial Lift Bucket Truck."

BACKGROUND:

Suwannee County School Board is seeking bids from dealers or individuals for the purchase of a used Aerial Lift Bucket Truck.

SUWANNEE COUNTY SCHOOL BOARD

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JERRY A. SCARBOROUGH
Superintendent of Schools

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DISTRICT 3
ED DA SILVA
DISTRICT 4
RONALD WHITE
DISTRICT 5
LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Mark A. Carver, Director of Facilities

THRU: Vickie DePratter, Chief Financial Officer
Ted Roush, Assistant Superintendent of Administration

DATE: November 4, 2016

RE: Agenda Item for November 22, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the District Five-Year Work Plan for 2016-2017. (A copy is available in the office of the Director of Facilities.)

BACKGROUND:

Each fiscal year, the District is required to complete the Five Year Facilities Work Plan for Revenues, Expenditures, and School Capacity Projects.

SUWANNEE COUNTY SCHOOL DISTRICT

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

JERRY A. SCARBOROUGH
Superintendent of Schools

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

JERRY TAYLOR
DISTRICT 1

CATHERINE CASON
DISTRICT 2

JULIE ULMER
DISTRICT 3

ED DA SILVA
DISTRICT 4

RONALD WHITE
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

THRU: Janene Fitzpatrick, Assistant Superintendent of Instruction

DATE: October 24, 2016

RE: Agenda Item for November 22, 2016, Regular Board Meeting

RECOMMENDATION:

Approval of the PBI Module as an amendment to the 2016-2017 Master Inservice Plan developed by North East Florida Education Consortium.

BACKGROUND:

Please see the attached Additions and Revisions.

Positive Behavior Intervention Support (PBIS) Module

Professional Development Alternatives (PDA)

COMPONENT IDENTIFIER NUMBER: **5-101-003**

Minimum/Maximum Inservice Points: **20/20**

TARGET GROUP

Developed by the FDLRS Administration Project and the Positive Behavior Supports Initiative of the Florida Department of Education as an online learning experience, the goal of this new independent Professional Development Alternatives (PDA) module is to provide educators, grades PK-12, with information related to implementing effective positive behavior support systems in classrooms. The module also provides a model of using the four-step problem solving process using real classroom data and allows participants the opportunity to practice planning for the steps using provided data and, through completion of the follow-up activity, using personal classroom data.

GENERAL OBJECTIVES

The focus of this module will be to provide information related to implementing effective positive behavior support systems in classrooms by using the four-step problem solving process.

SPECIFIC OBJECTIVES

- Understand the three focus areas with a Multi-Tiered System of Supports.
- Understand the guiding questions used at each step of the problem-solving process.
- Understand research regarding high probability hypotheses related to the classroom ecology that are related to common problem behaviors.
- Develop plans to monitor fidelity of implementation and impact on student outcomes aligned with practices targeted in the PBIS plan.

Upon completion of this component, participants will be able to:

- Identify key classroom PBIS practices.
- Identify the four steps of the problem-solving process.
- Practice developing precise problem identification statements using case study data.
- Practice developing goal statements using case study data.
- Identify guiding questions used to inform the development of hypotheses related to classroom ecology variables associated with problem behavior in classrooms.
- Review and complete a data collection tool used to confirm or refute well-developed hypotheses in the classroom ecology domains.
- Practice developing and validating hypotheses using case study data.

- Revisit online resources used to strengthen the classroom ecology in order to prevent the occurrence problem behavior and contribute to appropriate student behavior.
- Utilize the case study to identify resources online aligned with the validated hypotheses and practice developing a classroom PBIS plan that is aligned with validated hypotheses.

DESCRIPTION OF ACTIVITIES

Participants will achieve mastery of the objectives by completing the online module, in its entirety, which includes the following directed activities appropriate to the various areas of content and referenced within the module:

- Review of all module content - This module includes an overview, five units with required materials for review, and a conclusion.
- Check Your Knowledge - These activities can be found at the conclusion of each unit.
- Practice Activity Workbook - As you work through the units you will be expected to reflect and respond to questions in a document provided to you for this purpose.
- Final Assessment - The Final Assessment can be accessed on the My Modules page after completion of the module, and must be passed with 80% accuracy. If you do not pass with 80% accuracy, you must wait 24 hours before retaking the assessment.
- Follow-up Activity - After you successfully pass the Final Assessment, you can access the follow-up instructions and options from the My Modules page.
- Follow-up Activity Verification Form - After you have completed the follow-up activity, you must submit the Follow-up Activity Verification form to your principal or supervisor to sign. After reviewing your work, your principal or supervisor must sign the form to verify that you have completed the follow-up work in a satisfactory manner.
- Acknowledge Completion/Verification Form Upload - After your form has been signed, go to the verification link on the Module List page to acknowledge completion and upload the form. Satisfaction Survey - The Satisfaction Survey is located on the My Modules page, and is only available after you have completed the above requirements.

Evaluation:
Participants will complete "Required - Check Your Understanding" activities in each unit of the module. Participants will be required to complete a final assessment at the end of the module and must score a minimum of 80% in order to print out a module completion certificate. Participants are given unlimited trials to achieve the 80% passing rate during the twelve-week enrollment period with a mandatory wait time of 24 hours between each retake.

Follow-Up Activity:
Completion of a follow-up activity and implementation of what was learned is required. To complete the follow-up activity, participants should utilize the data-based four-step Problem Solving process to make adjustments to the critical classroom PBIS practices that ensure responsive behavioral systems within each classroom. The steps below are outlined in the Follow-Up Activity and Verification Form Instructions document and can be accessed after the final assessment is completed. Participants will:

1. Review the follow-up verification requirements in the Follow-Up Activity and Verification Form Instructions document.
2. Complete the activity as outlined.
3. Submit the Positive Behavior Intervention Supports Module Follow-up Activity Verification form to their principal or supervisor to sign, acknowledging that he/she has reviewed the follow-up activity. FDLRS will NOT verify the follow-up activity.
4. Go to the PDA website at http://fl-pda.org/, sign in to the Independent Study Modules, and go to Positive Behavior Intervention Support on the Module List. Select the "Verify follow-up activity" button.
5. Complete the Satisfaction Survey. Once the Satisfaction Survey is complete, participants will be able to view/download your Certificate of Completion.

Verification of completed follow-up activities by the participants' supervisor is required in order for a district to award 20 in-service points. Each district is responsible for ascertaining if the content of this module satisfies the content requirements for students with disabilities credit. Inservice points are awarded by the school districts through their Master Inservice Plan. Those outside of a school district should follow the process set up by their agency.

Learning (Delivery) Methods: B,C
Implementation Methods: M,N,O,P,Q,R,S
Evaluation Methods: Staff - A,B,C,D,E,F Student - A,B,C,D,F,G
FEAP: A1, A4

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PDA

Professional Development Alternatives Online Modules

www.fl-pda.org

High-quality online content and activities. Available statewide and free to Florida educators. Classroom-related assessment tasks. Designed to assist educators with responding to the various instructional and behavioral needs of each individual learner in order to maximize achievement for all students. Facilitated modules provide ongoing collaboration with colleagues and expert facilitators.

Many of the PDA modules support the recertification requirement of 20 hours in teaching students with disabilities, however, each school district or private school agency determines which modules satisfy the content requirement for their employees. FDLRS reports inservice credits to school districts and private school agencies through their approved Master Inservice Plan (MIP) or its equivalent. It is the responsibility of educators who are not employed to ensure, prior to registration, that a district or agency will submit their inservice credits to FDOE.

Facilitated Modules 60 inservice credits

- Assessment & Evaluation
- Foundations of Exceptional Education
- Instructional Practices
- Language Development & Communication Skills
- PBS Understanding Student Behavior
- Transition
- Differentiating Reading Instruction for Students *(Awards credit for Competency 4 of the FL Reading Endorsement)*

Facilitated Modules 30 inservice credits

- Differentiating Mathematics Instruction
- Differentiating Science Instruction
- Interpersonal Interactions and Participation
- SIM-EPD Concept Mastery Routine
- SIM-EPD Unit Organizer Routine

Facilitated Modules 20 inservice credits

- Introduction to Differentiating Instruction
- Engaging Learners through Informative Assessment
- Technology for Student Success: An Introduction
- Technology for Student Success: Assistive Technology

Facilitated Modules 10 inservice credits

- Technology for Student Success: Tools to Support Reading Comprehension

Facilitated Modules 5 inservice credits

- Matrix of Services
- Surrogate Parent

Independent Study Modules 20 inservice credits

- Effective Teaching Practices for Student with Disabilities: Focusing on the Content Areas
- Teaching Students with Disabilities
- Positive Behavior Intervention Supports

Independent Study Modules 10 inservice credits

- Battelle Developmental Inventory - 2nd Edition
- Inclusive Practices for the Developmentally Appropriate Pre-K Classroom

Independent Study Modules No inservice credits

- Elementary K-6 Online Content Review Module

Independent Study Modules

http://pdportal.florida-ese.org/

(optional inservice credits available)

- Middle Grades 5-9 Online Content Review Module

Course descriptions and registration information: www.fl-pda.org or www.fdlrs.org (click on the PDA logo)

- ✓ **Facilitated modules offered locally:** Contact your local FDLRS PDA Coordinator for course availability. Scroll down to "Contacts" and click on "PDA Coordinators"
- ✓ **Facilitated modules offered statewide:** Click on the statewide PDA registration banner
- ✓ **Independent study modules:** Click on "Register/Sign-in"

For additional questions about the PDA program: PDAquestions@gmail.com

FDLRS Administration Project Office: (386) 312-2265, Mary Ann Ahearn, Administrator

PDA is funded by the Florida Department of Education Bureau of Exceptional Education and Student Services. Coordinated by the Florida Diagnostic and Learning Resources System (FDLRS), a FDOE/BEESS discretionary project, in collaboration with the Florida Center for Interactive Media.

10/20/2016

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LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

THRU: Janene Fitzpatrick, Assistant Superintendent of Instruction

DATE: November 7, 2016

RE: Agenda Item for the November 22, 2016 Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the revisions to the 2015-2016 and 2016-2017 School Board of Suwannee County School Based Administrators Performance Appraisal System (Copies are available for review in the office of the Director of Human Resources).

BACKGROUND:

The revisions to the performance appraisal instrument have been discussed with principals and with the Board in workshop on November 15, 2016. Upon approval by the Board, the plan will be sent to the Department of Education for review and approval.

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BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

THRU: Janene Fitzpatrick, Assistant Superintendent of Instruction

DATE: November 7, 2016

RE: Agenda Item for the November 22, 2016 Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the revisions to the 2015-2016 and 2016-2017 School Board of Suwannee County Instructional Performance Appraisal System (Copies are available for review in the office of the Director of Human Resources).

BACKGROUND:

The revisions to the performance appraisal instrument have been discussed with principals, the Teacher Evaluation Taskforce, and with the Board in workshop on November 15, 2016. Upon approval by the Board, the plan will be sent to the Department of Education for review and approval.

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LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

DATE: November 14, 2016

RE: Personnel Changes List for November 22, 2016, Regular Meeting

RECOMMENDATION:

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

SUWANNEE COUNTY SCHOOL BOARD
Personnel Changes
November 22, 2016

TO: District School Board of Suwannee County
FROM: _____
Superintendent of Schools

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

RESIGNATIONS: INSTRUCTIONAL:

Suwannee Elementary School:
Frances Charlene Redish, Teacher, effective November 10, 2016

Suwannee High School:
Suzanne Wilson, Teacher, effective October 18, 2016

Suwannee Primary School:
Lindsey Thomas, Teacher, effective October 28, 2016

RESIGNATIONS: NON-INSTRUCTIONAL:

Suwannee Elementary School:
Deisy Lopez, Custodian, effective October 20, 2016

Transportation:
Charity Nasworthy, Bus Driver, effective October 28, 2016
Johna Rafferty, Bus Driver, effective October 28, 2016

RECOMMENDATIONS: INSTRUCTIONAL:

Branford Elementary School:
Renita Kelly, Teacher, temporary, effective December 21, 2016
REPLACES: Mandi Howard

District-wide:
Lacey VanEtta, Hearing Impaired Teacher, effective November 7, 2016
REPLACES: Previously Contracted

RIVEROAK Technical College:
Jeffrey Lee, Resource Teacher, effective November 4, 2016
REPLACES: New Position

Suwannee High School:
Ashley Cato Conner, Teacher, non-certificated, effective November 4, 2016
REPLACES: Suzanne Wilson

Suwannee Primary School:
Courtney Goodin, Teacher, effective October 28, 2016
REPLACES: Lindsey Thomas
Janie Philpot, Teacher, temporary, effective November 7, 2016
REPLACES: Rosa Davis

District Wide/21st Century:
The following to work as paraprofessional or teacher in the 21st Century Program:
Teresa Allen

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

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

LEAVE OF ABSENCE (MATERNITY):

Branford Elementary School:
Mandi Howard, tentatively December 21, 2016 through January 31, 2017

MENTORS:
The following to serve as mentors:

Mentor:	Mentee:	Location:
Pam Poole	Jeremy Ulmer	RTC
Pam Poole	Kevin Mercer	RTC

SUPPLEMENTARY:

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

**pending certification*

MISCELLANEOUS:

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

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

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

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Finance and Administration:
Marsha Brown, Employee Benefits Specialists, effective November 28, 2016
REPLACES: New Position

Food Service Department:
Rebecca Kirby, SES Food Service Manager, effective December 1, 2016
REPLACES: Linda Plymel

Suwannee Elementary School:
Antwann Ford, Custodian, effective November 14, 2016
REPLACES: Deisy Lopez

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

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

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

MISCELLANEOUS:

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

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

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

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

LEAVE OF ABSENCE (MEDICAL LEAVE):

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

Food Service:

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

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

LEAVE OF ABSENCE (FMLA):

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

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

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

STUDENT WORKER:
April Denise Diaz RTC/Medical Administration

SUBSTITUTE:

The following as a Substitute Bus Attendant:
Richard Dunmoyer

VOLUNTEERS:

Candace Adams
Mistie Aguilar
Holli Allbritton
Pia Allen
Evella Alvarez
Terry Arnold
Shelly Arreola
Teresa Ayers
Christine Baez
Lacey Bailey
Michael Bailey
Jennifer Barry
Kay Bass
Megan Beckner
Nicole Beckner
Josephine Bednarczyk
Kyla Bispham
Sandy Bland
Eileen Box
Will Bozeman
Amy Brady
Maria Brown
Abn Brown
Claudia Brown
Nayrim Bruno
Andrea Bryant
Leah Buchanan
Betty Butler
Shanna Byrd
Amber Cable
Ashley Campbell
Henrietta Carter
Shirley Cheney
Shanra Clayton
Aqua Cofield
Cindy Collins
Tracey Combee
Melissa Conner
Brittany Cooks
Lisa Corbin
Adrienne Corbin
Larry Cothron
Kathie Crisp
Heather Croft
Jon Cummings
Brandon Daniels
April Darling
Montana Davis
Jordan Davis
Annah Davis
Alicia Delegal
Cassie Descarreaux
Kyle Descarreaux
Elizabeth Dexter
Janice Dicks
Alvin Dicks
Joni Dixon
Monica Djulvez
Whitney Dubose
Amelia Eastman
Christopher Edgar
Steven Edwards
Lindsey Efrid
Stephanie Estrella
Nancy Eubanks
Amanda Floyd
Mark Floyd, Jr
Peggy Frye
Jamie Geiger
Kara George
Lisa Gill
Sharon Golding
Courtney Goodin
Shelley Grantham
Brandi Gresham
Mindy Griffis
Sarah Grillo

Yidelmys Guerra
Ashley Gurganus
Daniel Hale
Megan Hale
Harold Hansard
Ginger Harden
Kimberly Harris
Christopher Henry
Jessica Hess
Tawanna Hines
Anna Hingson
Courtney Hodges
Heather Holton
Rodney Howard
Whitney Humphries
Jeremy Humphries
Irina Hutchenson
Matt Jackson
Laura Jaramillo
Alison Jenkins
Jennifer Jennings
Karla Johnson
Tina Jones
Dawn Jones
David Jones
Katherine Jones
Chasity Keller
Waldron Kerry
Katie Kinsey
Crissy Kirkland
Laura Koon
Rick Koon
Karen Koon
Keni Koon
Mikel Koon
Jennifer Lacasse
Brenda Lacy
Ryan Lawson
Jamie Lewis
Jennifer Lewis
Richard Little, Jr.
Idalberto Lopez
Jennifer Lucas
Brittany MacDonald
Johnny Mackey
Amanda Maddox
Christie Magahee
Tyler Malaguti
Jackie Malaguti
Michael Malaguti
Brenda Marshall
Tracy Martin
Ashley Martinez-Segovia
Denise Maya
Kevin McCall
Latasha McClain
Joan McCrimon
Nicole McDonald
Courtney McHugh
Kristy McManaway
Doreen Mead
April Meeks
Isabel Mendoza
Rebecca Miara
Flint Miller
Katie Mims
Adrian Mincal
Natalia Morales
Lacy Morgan
Erin Morris
Ashli Moss
Todd Mumford
Shannon Muncy
Marie Myers
Miranda Neal
Erin Nelkorn
Guyten Nelson
Michael Nettles
Lindsay Nettles
Cathy Nicely
Kevin Nolan
Brandy Norris
Lisa Ogles
Nichole Ortiz
Stephene Osborne
Secilie Owens
Teresa Owens
Caroline Palmer
Christopher Parker
Kalpen Patel
Emily Peacock
Yvette Perez
Melissa Peters
Dana Pettrey
Jimmy Pfeiffer
Julie Pfeiffer
Robert Pitts
Connie Poole
Hailey Poore
Samantha Price
Priscilla Priester
Erin Prince
Courtney Provau
Lynn Reeves
Trevita Riley
Audrey Robbins
Kevin Roberts
Timothy Roberts
Troy Roberts
Donna Robinson
Skyler Rodgers
Sherry Rogers
Daynette Ross
LaChandra Ross
Jamie Rutland
Twyla Sears
Wannette Shaw
Rachel Shelley
Holly Shepherd
Myrisa Sixto
Crystal Smart
Martin Smith
Jamilah Smith
Jessica Smith
Wilonia Smith
Quentonia Smith
Mary Smith-Richards
Melodee Sprow
Michael Staley
Summer Steedley
Judy Strickland
Crystal Strickland
Donna Suggs
John Sullivan
Manda Thomas
Felicia Threm-Blow
Chelsea Tomlin
Alicia Touchton
Anthony Towne
Sheena Trouerbach
Araceli Valencia
Amanda Vickers
Leticia Villeda-Franco
Dayle Vining
Shelia Walker
Donald Walton
Roger Ward
Amy Washington
Joseph Watson
Quintilla Watson
Sierra Watson
Lisa Webb
Antionette White
Sandra Williams
George Williams
Danielle Williams
Courtney Wilson
Randall Young
Tiffany Young

Logan Young
Robbin Youngblood
Viloa Yuleidys
Ashley Zarate

End of List
2016-2017
School Year