SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
July 25, 2023

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by Suwannee Virtual School

Special Recognition by the Superintendent

- Amy Bullock - Girls Cross Country Coach of the Year for District 1, Region 1, Class 2A
  - Lake City Reporter

- Brian Bullock - Boys Cross Country Coach of the Year for District 1, Region 1, Class 2A
  - Lake City Reporter

- Erin Clark - Girls Track Coach of the Year for District 5, Region 2, Class 1A
  - Lake City Reporter

- Tim Clark - Boys Track Coach of the Year for District 5, Region 2, Class 1A
  - Lake City Reporter

- Kyler Hall – Football Coach of the Year for District 4, Region 1, Class 2S
  - Florida Athletic Coaches Association
  - Riverbend News

- Dan Marsee – Election into Florida Coaches Association Hall of Fame
  - Boys Weightlifting Coach of the Year for District 5, Region 2, Class 1A
    - Florida Dairy Farmers
    - Lake City Reporter

- Oscar Saavedra – Girls Softball Coach of the Year for District 6, Region 3, Class 1A
  - Lake City Reporter
  - Riverbend News

- Brittney Shearer – Girls Weightlifting Coach of the Year for District 4, Region 1, Class 1A
  - Florida Dairy Farmers
  - Lake City Reporter

- Mendy Sikes – Girls Volleyball Coach of the Year for District 6, Region 3, Class 1A
  - Lake City Reporter
  - Riverbend News

- John Wainwright – Wrestling Coach of the Year for District 2, Region 1, Class 1A
  - Lake City Reporter

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

The Superintendent recommends approval to adopt the Agenda.

The Superintendent recommends approval of the Consent Agenda.

CONSENT AGENDA

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

1. The Superintendent recommends approval of the following Minutes: **(pgs. 7-37)**

June 13, 2023	- Workshop Session
	- Special Meeting
June 29, 2023	- Public Hearings
	Regular Meeting

2. The Superintendent recommends approval of the monthly financial statement for June 2023.

3. The Superintendent presents the following bills for the period June 1-30, 2023:

General Checking Account		
General Fund 1000	$	794,694.65
LCI Fund 3200		163,804.40
Food Service Fund 4100		605,839.99
Federal Fund 4200		260,782.26
Other Cares Act Relief Fund 4420		36,441.91
ESSER II Fund 4430		1,007.65
ESSER III - ARP 4450		673,853.76
OTHER ARP ACT RELIEF 4460		10,396.71
SELF INS - 7110		413.94
	$	2,547,235.27

Payroll Checking Account		
General Fund 1000	$	5,010,256.90
Food Service Fund 4100		196,273.77
Federal Fund 4200		601,094.16
Other Cares Act Relief Fund 4420		3,924.86
ESSER II Fund 4430		50,065.01
ESSER III - ARP 4450		125,864.96
OTHER ARP ACT RELIEF 4460		14,210.23
	$	6,001,689.89

Total	$	8,548,925.16

4. The Superintendent recommends approval of the following budget amendment(s) for fiscal year 2023-2024:

General	LCIF	Special Revenues
I-12	III-12	IV-7/ARP
		IV-5/ESSER II
		IV-8/ESSER III
		IV-11/Federal
		IV-10/Food Service
		IV-10/Other Cares

5. The Superintendent recommends approval of the following contracts/agreements for the 2023-2024 school year: (RENEWAL) (Note: These contracts have been reviewed and approved as to form and sufficiency by Board Attorney Leonard Dietzen.)

#2024-44	Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida and Suwannee River Ridge Technical High School, LLC to provide learning facilitation services for Suwannee County School District students in need of a hybrid enrollment option (*Renewal/Revised*) **(pgs. 38-63)**
#2024-49	Memorandum of Agreement between the State of Florida Department of Health and the Suwannee County School Board for the Provision of School Health Services in Suwannee County (*Renewal*) **(pgs. 64-70)**

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

   a. Issue a new card for Deidre McManaway, Branford Elementary Principal, in the amount of $5,000

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

Site	Item	Donor
BHS (Hotel Accommodations for Girls Softball State Play-offs)	Cash Donation ($7,500)	Pilgrim's Pride Corporation

8. The Superintendent recommends approval of the following Controlled Open Enrollment transfers for the 2023-2024 school year. Parents will provide transportation.

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Kostin	Bowles	Suwannee	Columbia	K
Layla	Bowles	Suwannee	Columbia	6
Madelyn	Bowles	Suwannee	Columbia	2
Olivia	Cauley	Suwannee	Columbia	5
Karsyn	Frierson	Suwannee	Lafayette	K
Tate	Hill	Suwannee	Madison	PK
Maverick	Lambert	Suwannee	Lafayette	PK
Lolliegh	Law	Suwannee	Gilchrist	PK
Magdalene	O'Quinn	Suwannee	Columbia	6
Waylon	Richard	Suwannee	Lafayette	11
Jayden-Aleigh	Ross	Suwannee	Lafayette	3
Trinity	Ross	Suwannee	Columbia	K
Kolton	Suggs	Suwannee	Hamilton	K
Brody	White	Suwannee	Columbia	6
Gatlyn	White	Suwannee	Columbia	K

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Auree	Phillips	BES	SRE	3
Oaklee	Phillips	BHS	SRE	6
Roree	Phillips	BES	SRE	1
Zebree	Phillips	BES	SRE	5

9. Human Resources Transactions **(pgs. 71-79)**

REGULAR AGENDA

1. Discussion and action regarding the selection of two School Board members and two Suwannee County business owners to serve on the Value Adjustment Board (VAB) for 2023-2024.

2. The Superintendent recommends approval of the following contract/agreement for the 2023-2024 school year: (NEW) (Note: This contract has been reviewed and approved as to form and sufficiency by Board Attorney Leonard Dietzen.)

   #2024-48 Addendum to ESS Southeast, LLC Substitute Staff Placement Agreement (Contract #2022-95) between ESS Southeast, LLC and the Suwannee County School District (*New*) **(pgs. 80-97)**

3. The Superintendent recommends approval of the following curriculum item:

   2023-2024 School Calendar (*Revised*) **(pgs. 98-101)**

4. The Superintendent recommends approval for out-of-district travel for School Board members to attend conferences/meetings for the 2023-2024 school year, when the cost exceeds $500, for official school district business and complies with the rules of the State Board of Education.

5. The Superintendent recommends approval of the Suwannee County School District Mental Health Assistance Allocation Plan for 2023-2024 (Note: A copy is available for review in the office of the Director of Student Services.)

6. Legal Counsel's Report

7. Superintendent's Report

8. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
June 13, 2023

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were: Chairman Jerry Taylor, Norman Crawford, Ed daSilva, and Ronald White (arrived at 9:11 a.m.), along with Superintendent Ted Roush, Chief Financial Officer Marsha Brown. Secretary for Administration Debra Ross sat in for Secretary to the Superintendent/School Board Robinette Odom, who was absent. Attorney Derek Dzwonkowski, with Rumberger, Kirk, and Caldwell, sat in for School Board Attorney Leonard Dietzen, who was absent. School Board member Tim Alcorn was also absent.

Administrators and other present: Mindy Ahrens, Jessica Anderson, Jennifer Barrs, Jennifer Beach, Amy Boggus, Tammy Boggus, Bill Brothers (arrived at 9:06 a.m.), Ethan Butts, Leigh Fernald, Krystal Fletcher, Jillian Herron, Angel Hill, Malcolm Hines, Michele Howard, Terry Huddleston, Jeff Lee, Carl Manna, Audrey Marshall, Dee Dee McManaway, Cara Peppers (arrived at 9:50 a.m.), Haley Radford (arrived at 1:00 p.m.), Kecia Robinson, Keith Stavig, Marsha Tedder, Kelly Waters, Jimmy Wilkerson, Josh Williams (arrived at 9:57 a.m.), Kelli Williams, and Laura Williams.

Chairman Taylor called the meeting to order at 9:00 a.m. A moment of silence was observed for BES student Gunner Soride, who was involved in a serious ATV accident. Gunner is the son of BHS teacher Cara Soride. Mr. Taylor then led the pledge.

Ms. Brown provided an overview of the budget process and the proposed 2023-2024 Federal Budget.

Budget Presentation for 2023-2024.....Marsha Brown, CFO/
Directors/Coordinators

The following proposed General Fund Budgets for 2023-2024 were reviewed:

- Suwannee Riverside Elementary School ..... Marsha Tedder
- RIVEROAK Technical College..... Mary Keen
  (Marsha Brown presented in Ms. Keen's absence)
- Suwannee Springcrest Elementary School .....Jennifer Beach
- Suwannee High School .....Carl Manna

- Suwannee Middle School ..... Laura Williams
- Suwannee Pineview Elementary School ..... Amy Boggus
- Branford Elementary School ..... Dee Dee McManaway
- Branford High School ..... Terry Huddleston
- Finance/Administration ..... Marsha Brown
- Transportation ..... Jimmy Wilkerson
- Facilities ..... Ethan Butts
- Human Resources ..... Bill Brothers
  (Marsha Brown presented in Dr. Brothers' absence)
- Assistant Superintendent for Administration ..... Malcolm Hines
- Safe Schools ..... Ronnie Gray
  (Malcolm Hines presented in Mr. Gray's absence
- Assistant Superintendent for Instruction ..... Jennifer Barrs
- Curriculum and Instruction ..... Jennifer Barrs
- Information Technology ..... Josh Williams
- Student Services ..... Kelly Waters
- School Choice/SOS/SVS ..... Angie Stuckey
  (Jennifer Barrs presented in Ms. Stuckey's absence)
- Superintendent & Board ..... Ted Roush

The workshop recessed at 10:30 a.m. and resumed at 10:39 a.m.

(Note: Board Member Ronald White was not present when workshop resumed; he returned at 10:48 a.m.)

The following proposed Federal Budgets for 2023-2024 were reviewed:

- Perkins Grants ..... Mary Keen
  (Leigh Fernald presented in Ms. Keen's absence)
- Title IV ..... Keith Stavig
- 21st CCLC ..... Keith Stavig
- Title V ..... Angie Stuckey
  (Jennifer Barrs presented in Ms. Stuckey's absence)
- IDEA ..... Kelly Waters
- Title I/Migrant; Title III/ELL ..... Angel Hill
- Title IX/Homeless ..... Angel Hill
- Title I ..... Kecia Robinson
- Title II ..... Kelli Williams

The workshop recessed at 11:38 a.m. and resumed at 1:00 p.m.

Assistant Superintendent of Instruction Update.....Jennifer Barrs

Ms. Barrs discussed the changes to the North Florida College Dual Enrollment Articulation Agreement (Contract #2024-32) and explained the new Memorandum of Understanding regarding the North Florida College Dual Enrollment Portal (Contract #2024-33). Approval of these contracts will be considered at the Special Board Meeting immediately following the Workshop.

At this time Mr. Lee provided an update on the summer feeding project. He stated the District is feeding at seven sites and delivering food to the PAL Program, as well as supplying weekend food at two sites.

Human Resources Department Update .....Bill Brothers

Dr. Brothers presented the Coordinator of Food Service job description with the revision of removing the "Director of Food Service" header on pages 5 and 6 of the agenda packet; the Board will be asked for approval of this job description later today at the Special Board Meeting. Dr. Brothers and Mr. Hines responded to questions from Board members. Mr. Hines clarified that the Food Services office will employ a Coordinator and Secretary, but no Director; the director position will be maintained in the structure in the event this changes in the future. He added that the Coordinator will manage District employees, and the Sodexo Food Service Manager will manage Sodexo employees.

District CTE Certification .....Jennifer Barrs
Procedural Manual Update

Ms. Barrs reviewed the changes to the CTE Certification Procedural Manual. She stated District-issued certification for part-time/substitute and community education positions (adult programs only) will no longer be required, if they hold a valid State of Florida licensure and/or provide required credentials in the appropriate content area.

School Safety and Other Administrative Services.....Ronnie Gray
Department Update

Mr. Roush provided the update, in Mr. Gray's absence. He discussed the School Resource Officer Agreement (Contract #2024-35) to be considered for approval at the Special Board Meeting following the Workshop. He stated the only change from the prior agreement is paragraph 3 under Section I, Staffing and Funding, on page 1, including an additional intelligence officer who will be located at the Sheriff's office. Mr. Roush advised this position will be completely funded through the safe schools allocation. Mr. Taylor stated the additional officer would

allow the District to be more proactive, rather than reactive, to trouble on our campuses and extracurricular events and should bring comfort to the public and parents regarding school safety.

Superintendent Update ..... Ted Roush

Mr. Roush provided an update on the following:

- Reviewed new legislation regarding school start times for middle and high schools. Mr. Roush stated that even though the new legislation will not be implemented until 2026, there is a monetary incentive for districts who wish to pilot early compliance. He stated it makes sense to proceed with new start times for the 2023-2024 school year. The proposed drop-off and bell schedules for each school were read aloud. Mr. Roush and Ms. Barrs responded to questions from Board members. A press release will be issued at a later date to inform parents, explaining it is the right thing to do for the safety of our students.
- The South Walker and Suwannee Middle School extension project – Suwannee Parks and Recreation is going to expand its park and will be relocating the main entrance. We will hold off on completing that project until more information is provided regarding their plans.
- Sunday, June 25, through Wednesday, June 28, 2023, school level and district administrators will attend the Model Schools Conference in Orlando.
- The Regular Board Meeting will be held on Thursday, June 29, 2023, at 6:00 p.m.
- The Joint Workshop with the Board of County Commissioners to discuss redistricting will be held on Wednesday, July 12, 2023, at 5:30 p.m, in the School Board Meeting Room.

The workshop adjourned at 2:20 p.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
June 13, 2023

MINUTES

The Suwannee County School Board met in Special Session on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were: Chairman Jerry Taylor, Norman Crawford, Ed daSilva, and Ronald White, along with Superintendent Ted Roush and Chief Financial Officer Marsha Brown. Secretary for Administration Debra Ross sat in for Secretary to the Superintendent/School Board Robinette Odom, who was absent. Attorney Derek Dzwonkowski, with Rumberger, Kirk, and Caldwell, sat in for School Board Attorney Leonard Dietzen, who was absent. School Board member Tim Alcorn was also absent.

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

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

1. MOTION by Mr. daSilva, second by Mr. Crawford, for approval of the following personnel items for the 2023-2024 school year (*previously discussed in workshop session*):

   a. Add Coordinator of Food Service position (12 month), effective July 1, 2023
   b. Job Description #193 – Coordinator of Food Service (*New*) **(pgs. 4-6)**
   c. Revise Salary Schedule District Level Coordinators to reflect compensation for the Coordinator of Food Service position, effective July 1, 2023 **(pg. 7)**

   MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. Crawford, second by Mr. daSilva, for approval of the negotiated salary schedule for 2023-2024 and collective bargaining items tentatively agreed upon, including the instructional and education support personnel collective bargaining agreements for 2023-2024. **(pgs. 8-13)**

   Mr. White's question regarding the salary schedule and the step system was answered by Mr. Roush.

   MOTION CARRIED UNANIMOUSLY

3. MOTION by Mr. daSilva, second by Mr. White, for approval to provide for a 2% salary increase to the following salary schedules, effective July 1, 2023:

   a. Confidential, Secretarial and Other Personnel
   b. Administrators
   c. District Level Coordinators

   MOTION CARRIED UNANIMOUSLY

4. The Superintendent recommends approval to provide for a $2,000 salary increase to the following salary schedule, *inclusive of performance pay adjustment*, effective July 1, 2023:

   - School Based Administrators

   The Superintendent modified his recommendation and provided the following terminology:

   The Superintendent recommends approval to provide for a $2,000 salary increase for highly effective evaluations finalized from the 2021-2022 school year, and a $1,500 salary increase for effective evaluations finalized from the 2021-2022 school year, to the following salary schedule, inclusive of performance pay adjustment, effective July 1, 2023:

   - School Based Administrators

   MOTION by Mr. daSilva, second by Mr. Crawford, for approval of this item with the modified language. MOTION CARRIED UNANIMOUSLY

5. MOTION by Mr. daSilva, second by Mr. White, for approval to continue expenditures until approval of the final budget for the 2023-2024 fiscal year.

   MOTION CARRIED UNANIMOUSLY

6. MOTION by Mr. White, second by Mr. Crawford, for approval of the following changes to be made to the purchasing card issued through First Federal Bank of Florida:

   a. Cancel the existing card for Michael Braun, Director of Food Service, in the amount of $5,000 (Card #X2706)

   MOTION CARRIED UNANIMOUSLY

7. MOTION by Mr. Crawford, second by Mr. daSilva, for approval of the following contracts/agreements for the 2023-2024 school year: (Note: These contracts have been reviewed and approved as to form and sufficiency by Board Attorney Leonard Dietzen)

#2024-32	Dual Enrollment Articulation Agreement between the District Board of Trustees of North Florida College and the District School Board of Suwannee County *(Renewal/Revised)* **(pgs. 14-53)**
#2024-33	Memorandum of Understanding between North Florida College and the District School Board of Suwannee County regarding NFC Dual Enrollment Portal *(New)* **(pgs. 54-58)**
#2024-35	Agreement between the School Board of Suwannee County, Florida, and the Suwannee County Sheriff's Office to hire eight, and up to nine, full-time School Resource Officers for the 2023-2024 school year *(Renewal/Revised)* **(pgs. 59-68)**

MOTION CARRIED UNANIMOUSLY

8. MOTION by Mr. White, second by Mr. daSilva, for approval of revisions to the Suwannee County School District Career and Technical Education (CTE) Certification Procedural Manual, previously approved on April 25, 2023, and discussed in today's prior workshop.

MOTION CARRIED UNANIMOUSLY

9. MOTION by Mr. Crawford, second by Mr. daSilva, for approval of the following Human Resources Transactions listed below: **(pgs. 69-73)** MOTION CARRIED UNANIMOUSLY

RECOMMENDATIONS FOR THE 2022-2023 SCHOOL YEAR:

SUSPENSION: INSTRUCTIONAL:

Suwannee Riverside Elementary:
Danielle Gay, Teacher, effective May 22, 2023 *(Without Pay)*

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

Suwannee Middle School:
Stephanie Sampson, Teacher, effective April 6, 2023, for a total of 7.50 hours

SUSPENSION: NON-INSTRUCTIONAL:

Transportation:
Monica Lorenz, Bus Driver, effective May 19, 2023, through May 24, 2023 *(Without Pay)*

RETIREMENT: NON-INSTRUCTIONAL:

Suwannee High School:
Michael Dunmore, Security Guard, effective June 2, 2023 *(Amended from the May 23, 2023 Agenda)*

RESIGNATIONS: NON-INSTRUCTIONAL:

Transportation:
Stephanie Pinkard, Crossing Guard, effective May 31, 2023

SUPPLEMENTARY:

Employee Name	Position	Location
Timothy Clark	Planning Period Supplement	Branford High School
Ryan Combee	Assistant Middle School Softball Coach	Branford High School
Joseph Gaddy	Football Varsity Offensive Coordinator	Suwannee High School
Staci Greaves	Department Head-Grade Chair (1/2)	Suwannee Riverside Elem.
Tammy Johns	Yearbook Sponsor	Suwannee Pineview Elem.
Timmy May	Head JV Softball Coach	Suwannee High School
Sean Oliver	Head JV Baseball Coach	Suwannee High School
Jacob Pitts	Head Flag Football Coach	Suwannee High School

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

Suwannee Middle School:
Verhonda Morris, Paraprofessional, effective April 19, 2023, for a total of 3.75 hours

MISCELLANEOUS:

Approval for the following to receive the Civics Seal of Excellence Bonus:

Karen Braun	Branford High School
Hetti Harry	Suwannee Middle School
Vicki Bryan	Suwannee High School
Cody Wall	Suwannee Middle School

End of List
2022 - 2023
School Year

RECOMMENDATIONS: SUMMER TERM 2022-2023:

RECOMMENDATIONS: INSTRUCTIONAL:

Approval for Mileydi Perez to overlap as Assistant Principal to work on the Suwannee High School master schedule from June 2, 2023, through June 29, 2023

Approval for the following to work with the 3rd Grade Reading Camp:

Suwannee Springcrest Elementary
Jenny Clark
Brooklyn Ross
Marie Warren

Suwannee Riverside Elementary
Cheri Copeland
Rhonda Furry
Melissa McKire

Suwannee Pineview Elementary
Angela Hester
Marjerian Lewis
Laura Roberts

Approval for the following to work as Teacher of Middle School/High School Credit Recovery:

Harrison Ambrose
Deanna Simpson
Becky Skipper
Vance Wiggins (*Replacing Darrell Curls on the May 23, 2023 Agenda)*

Approval for the following to work as a teacher in the Summer Migrant Program:

Travis Bass
Rebecca Monroe
Keifer Thompson
Aralisha Sowells - Alternate

Approval for the following Coaches to work up to 300 hours combined:
(In addition to those listed on the May 9, 2023, Special Meeting Agenda)

Travis Bass Lindsey Jones Matt Yancey

Approval for Aralisha Sowells to work as an Alternate Teacher with the Summer Students in Transition

Approval for the following to work as Teachers with Suwannee Virtual School:

Brandy Allen
Jean Eckhoff
Glen Green
Angela Hester
Patrick Jernigan
Jazmin Marrero
Melanie Roberts
Sergio Rodriguez

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Approval for Terrance Clark to work as a Summer Day Laborer

Approval for the following to work as Paraprofessionals with ESE Consult/Extended Year:

Michael Herring
Holly Marsee
Kelly Melland – Alternate

Approval for Shalenthia Reynolds to work as a Nurse with the ESE Extended Year Program
(Split position with Patricia Nixon/approved on the May 23, 2023 Agenda)

Approval for Kelsey Leighton to work as a Paraprofessional with VPK School Readiness District Wide

Approval for Jessica Johnson to provide Vision Services to students in June and July, not to exceed 50 hours total

Approval for the following to work as Paraprofessionals with Students in Transition:

Travis Bass
Courtney McHugh
Damaris Valdez
Kristin Register – Alternate

Approval for the following to work as Paraprofessionals in the Summer Migrant Program:

Luis Huerta Dominguez
Cinthia Luna Perez
Kelly Melland
Naela Salazar
Elizabeth Smith
Heather Marshall – Alternate

Approval for Inez Williams to be a Summer ESE Bus Driver

Approval for Gina Henderson to be a Summer Migrant Bus Driver

Approval for Daisy Couture to work as a Food Service Worker with the Summer Food Program

End of Summer Term List
2022-2023
School Year

RECOMMENDATIONS FOR THE 2023-2024 SCHOOL YEAR:

ADMINISTRATIVE:

Tamara Boggus, Director of Curriculum, effective July 3, 2023
REPLACES: Jennifer Barrs

Deborah Godbold, Coordinator of Mental Health, effective July 3, 2023
REPLACES: New Position

End of List
2023-2024
School Year

10. Expulsions

Mr. Hines advised the Board that expulsion information was not posted in time for review by Board members; therefore, the following expulsion cases will be removed and brought before the Board for action at the June 29, 2023, Regular Board Meeting.

~~a. **Case #2223-34**: The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)~~

~~b. **Case #2223-36:** The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)~~

~~c. **Case #2223-37:** The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)~~

~~d. **Case #2223-38:** The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)~~

Mr. Taylor requested a change in the following existing language at the beginning of Consent Agendas:

> *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.*

He would like to remove "*anyone present may approach the Board*" and replace with "*Board members may approach the Board Chair.*" Mr. Roush will bring suggested language changes back to the Board at a later time.

The meeting adjourned at 3:08 p.m.

SUWANNEE COUNTY SCHOOL BOARD
PUBLIC HEARINGS
June 29, 2023

MINUTES

The Suwannee County School Board held Public Hearings on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Norman Crawford, and Ed daSilva, along with Superintendent Ted Roush, Chief Financial Officer Marsha Brown, and Secretary to the Superintendent/School Board Robinette Odom. Attorney Derek Dzwonkowski, with Rumberger, Kirk, and Caldwell, sat in for School Board Attorney Leonard Dietzen, who was absent. School Board member Ronald White was also absent.

School Resource Officer Brad Mincks was also present.

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

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

#5.60	Use of Bathrooms and Changing Facilities (*New*)
#7.08	Inventories and Property Records (*Revised*)
#7.14	Purchasing Policies and Bidding (*Revised*)
	Suwannee County School District Student Conduct and Discipline Code *(Revised)*

Chairman Taylor called for comments or questions regarding the additions and revisions to the Suwannee County School Board Policy Manual and Suwannee County School District Student Conduct and Discipline Code, and there were none.

The hearings adjourned at 6:01 p.m.

Adjourn

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
June 29, 2023

MINUTES

The Suwannee County School Board met in Regular Session on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Norman Crawford, Ed daSilva, along with Superintendent Ted Roush, Chief Financial Officer Marsha Brown, and Secretary to the Superintendent/School Board Robinette Odom. Attorney Derek Dzwonkowski, with Rumberger, Kirk, and Caldwell, sat in for School Board Attorney Leonard Dietzen, who was absent. School Board member Ronald White was also absent.

School Resource Officer Brad Mincks and UTSC President Misty Ward were also present.

Chairman Taylor called the meeting to order at 6:01 p.m.

Remarks and pledge to the flag by Dr. Bill Brothers.

Special Recognition by the Superintendent

- 2022-2023 Retiree Recognition

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

➢ There were none

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

MOTION by Mr. Alcorn, second by Mr. Crawford, for approval of the Consent Agenda, along with the following change noted by Mr. Hines, for Item #10 d., which should read as follows:

d. Case #2223-38 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year. *(Final Action)*

Mr. daSilva's questions regarding contracts were answered by Ms. Brown and Ms. Waters.

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. 10-45)**

May 9, 2023	- Workshop Session
	- Special Meeting
May 23, 2023	- Expulsion Issues Hearing
	- Regular Meeting

2. Approval of the monthly financial statement for May 2023.

3. The following bills for the period May 1-31, 2023:

General Checking Account

General Fund 1000	$	543,546.69
LCI Fund 3200		76,822.10
Food Service Fund 4100		76,011.01
Federal Fund 4200		115,980.76
Other Cares Act Relief Fund 4420		22,765.92
ESSER II Fund 4430		517.16
ESSER III - ARP 4450		133,509.65
OTHER ARP ACT RELIEF 4460		772.88
SELF INS - 7110		166.52
	$	970,092.69

Payroll Checking Account	
General Fund 1000	$ 4,558,793.72
Food Service Fund 4100	188,583.52
Federal Fund 4200	535,192.84
Other Cares Act Relief Fund 4420	3,924.86
ESSER II Fund 4430	49,113.51
ESSER III - ARP 4450	112,733.74
OTHER ARP ACT RELIEF 4460	11,952.06
	5,460,294.25
Total	$ 6,430,386.94

4. Approval of the following budget amendments for the fiscal year 2022-2023:

General	LCIF	Special Revenues
I-11	III-11	IV-6/ARP
		IV-7/ESSER III
		IV-10/Federal
		IV-9/Food Service
		IV-9/Other Cares

5. Approval for disposal of property as per the attached Property Disposition Form dated June 29, 2023. **(pgs. 46-48)**

6. Approval of the following contracts/agreements for the 2023-2024 school year (RENEWAL): (Note: These contracts have been reviewed and approved as to form and sufficiency by Board Attorney Leonard Dietzen.)

#2024-19	Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County and Tracy Henderson to provide educational consulting services (*Renewal*) **(pgs. 49-61)**
#2024-20	Clinical Education Agreement between the State of Florida, Department of Health, Suwannee County Health Department and Suwannee County School Board for RIVEROAK Technical College Health Care Profession Programs (*Renewal*) **(pgs. 62-68)**
#2024-21	Clinical Education Agreement between the Suwannee County School Board Phlebotomy Program and Madison County Memorial Hospital (*Renewal/Revised*) **(pgs. 69-82)**

#2024-22	Clinical Education Agreement between Suwannee County School Board Certified Nursing Assistant Program (Suwannee High School) and Suwannee Operating Investments, LLC d/b/a Bedrock Rehabilitation and Nursing Center at Suwannee (Healthcare Agency), Live Oak, Florida (*Renewal*) **(pgs. 83-89)**
#2024-23	2023-2024 Career Dual Enrollment Articulation Agreement between the Hamilton County School Board and the Suwannee County School Board through RIVEROAK Technical College (*Renewal/Revised*) **(pgs. 90-102)**
#2024-24	2023-2024 Career Dual Enrollment Articulation Agreement between the Lafayette County School Board and the Suwannee County School Board through RIVEROAK Technical College (*Renewal/Revised*) **(pgs. 103-115)**
#2024-25	2023-2024 Career Dual Enrollment Articulation Agreement between the Madison County School Board and the Suwannee County School Board through RIVEROAK Technical College (*Renewal/Revised*) **(pgs. 116-128)**
#2024-26	2022-2023 Career Dual Enrollment Articulation Agreement between the Suwannee County School Board and RIVEROAK Technical College (*Renewal/Revised*) **(pgs. 129-142)**
#2024-27	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Corinth Christian Academy (*Renewal/Revised*) **(pgs. 143-156)**
#2024-28	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Donald R. Cooke School (*Renewal/Revised*) **(pgs. 157-170)**
#2024-29	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Parent/Guardian of Home Educated Students (*Renewal/Revised*) **(pgs. 171-184)**
#2024-30	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Melody Christian Academy (*Renewal/Revised*) **(pgs. 185-198)**
#2024-31	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Westwood Christian School (*Renewal/Revised*) **(pgs. 199-212)**

#2024-34 PAEC Student Data Services Resolution and Contract for District Participation between the School Board of Washington County, Florida, fiscal agent for the Panhandle Area Educational Consortium (PAEC) and PAEC Student Data Services and the District School Board of Suwannee County, Florida (*Renewal/Revised*) **(pgs. 213-218)**

#2024-38 Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Hamilton Health Enterprises, Inc. d/b/a Suwannee Valley Nursing Center, Jasper, Florida (*Renewal/Revised*) **(pgs. 219-232)**

#2024-40 North East Florida Educational Consortium (NEFEC) 2023-2024 Membership Master Contractual Agreement between the District School Board of Suwannee County and the District School Board of Putnam County on behalf of NEFEC. The agreement includes the following programs: (*Renewal/Revised*) **(pgs. 233-270)**

- NEFEC Resolution
- NEFEC Main Contract #731-24-051
- NEFEC Instructional Services Program (ISP), Attachment #24-051-A1 to Contract #731-24-051 (Assistant Superintendent of Instruction, Designee)
- NEFEC Enterprise Resource Software Products/Skyward, Attachment #24-051-A6 to Contract #731-24-051 (Educational Technology Services)
- NEFEC Building Code Administrator, Attachment #24-051-A27 to Contract #731-24-051 (Director of Facilities, Designee)
- NEFEC Human Resources Management Network Services and Related Support Services, Attachment #24-051-A43 to Contract #731-24-051 (Director of Human Resources, Designee)

#2024-41 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida, and Catherine Cason (*Renewal/Revised*) **(pgs. 271-296)**

#2024-42 Cooperative Agreement between Meridian Behavioral Healthcare, Inc. and the School Board of Suwannee County, Florida (*Renewal/Revised*) **(pgs. 297-350)**

#2024-43 State of Florida Statewide Voluntary Prekindergarten Provider Contract (Form DEL-VPK 20) between the Early Learning Coalition of Florida's Gateway and Suwannee County School Board (*Renewal/Revised*) **(pgs. 351-400)**

#2024-45 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida and H2 Holdco Inc. for athletic training services (*Renewal*) **(pgs. 401-430)**

7. For informational purposes an out-of-state field trip for Suwannee High School (SHS) NJROTC students to attend the NJROTC Leadership Academy in Smyrna, Tennessee, June 25-29, 2023. (*Funded by the NJROTC Booster Club Account.*)

8. For informational purposes out-of-state travel for the following employees:

Name	Site	Date	Reason	Destination
Patrick Dawson	SHS	06/25-29/2023	NJROTC Ldrshp. Academy	Smyrna, TN
Debra Kleinsmith	SHS	06/25-29/2023	NJROTC Ldrshp. Academy	Smyrna, TN

9. Approval of the following Controlled Open Enrollment transfers for the 2023-2024 school year. Parents will provide transportation.

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
James	Carter	Suwannee	Columbia	PK
Kiri	Cole	Suwannee	Madison	K
Brynn	Davis	Suwannee	Lafayette	PK
Gabriella	Garcia	Suwannee	Lafayette	9
Trevor	Laubenheimer	Suwannee	Columbia	7
Callaway	Lindsey	Suwannee	Lafayette	K
Brooklyn	Long	Suwannee	Lafayette	9
Caleb	Long	Suwannee	Lafayette	6
Cole	Long	Suwannee	Lafayette	3
Willa-Grace	Marsteller	Suwannee	Hamilton	K
Rylan	Milian	Suwannee	Hamilton	9
Ashley	Ni	Suwannee	Columbia	9
Jordan	Ni	Suwannee	Columbia	7
Tina	Ni	Suwannee	Columbia	K
Johanna	Spratlin	Suwannee	Hamilton	1

FIRST NAME	LAST NAME	TO	FROM	GRADE
Evelyn	Swanson	Suwannee	Lafayette	PK
Harper	Tuckey	Suwannee	Lafayette	PK
Annley	Walker	Suwannee	Lafayette	K

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Easton	O'Quinn	SMS	BHS	7

10. Expulsions

a. Case #2223-34 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)

b. Case #2223-35 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)

c. Case #2223-36 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)

d. Case #2223-38 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year ~~and all of the 2023-2024 school year~~. (*Final Action*)

e. Case #2223-39 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)

f. Case #2223-41 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)

g. Case #2223-42 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)

h. Case #2223-43 — The Superintendent recommends expulsion of the student through the remainder of the 2022-2023 school year and all of the 2023-2024 school year. (*Final Action*)

11. Human Resources Transactions **(pgs. 431-439)**

RECOMMENDATIONS FOR THE 2022-2023 SCHOOL YEAR:

SUSPENSION: INSTRUCTIONAL:

Suwannee Virtual School:
Danielle Ovando, Teacher, Indefinitely *(Without Pay)*

RETIREMENT: INSTRUCTIONAL:

Suwannee Opportunity School:
Mary Johnson, Teacher, effective August 2, 2023

RESIGNATIONS: INSTRUCTIONAL:

Branford High School:
Lisa Taber, Teacher, effective June 2, 2023

RIVEROAK Technical College:
Jessica Willis, Teacher, effective June 8, 2023

Suwannee High School:
Leanna Beartree, Teacher, effective June 2, 2023

Justin Bruce, Teacher, effective June 2, 2023

Suwannee Pineview Elementary:
Keeley Messer, Teacher, effective June 20, 2023

Suwannee Virtual School:
Lorri Mercer, Teacher, effective August 3, 2023

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Suwannee High School:
Joe Denton, Security Guard, effective June 1, 2023
REPLACES: Michael Dunmore

Facilities:
John Coburn, Grounds Keeper, effective June 22, 2023
REPLACES: Austin Murray

Suwannee Opportunity School:
Jaxon Sansouci, Security Guard, effective June 2, 2023
REPLACES: Nahjawan Dukes

RESIGNATIONS: NON-INSTRUCTIONAL:

Suwannee Pineview Elementary:
Kade Humphries, Custodian, effective May 11, 2023

Transportation:
Joseph Phillips, Crossing Guard, effective May 11, 2023

Toni Phillips, Crossing Guard, effective May 11, 2023

SUPPLEMENTARY:

Employee Name	Position	Location
Thomas David	JV Football Coach	Branford High School
Julianna Dees	Department Head-Grade Chair	Branford High School
Kyler Hall	Assistant Track Coach	Suwannee High School
Amy Hendry	Department Head-Grade Chair	Suwannee High School
Katie Miller	Pharmacy Technician	RIVEROAK Technical College
Jeremy Ulmer	Planning Period Supplement (1/2 year)	RIVEROAK Technical College
Jessica Willis	Patient Care Technician	RIVEROAK Technical College
Stacy Young	Middle School Ag Teacher (1/2 year)	Branford High School

MISCELLANEOUS:

District Wide
Approval for the following to be paid Professional Development Stipends through various grant funds (Title II, High Impact Reading Interventions, and Targeted Supports-ARP)

Nelly Arias	BES	James Garland	SMS
Kelly Davidson	BES	Clinton Lashley	SMS
Suzanne Hewett	BES	Virginia Mears	SMS
Hannah Knighton	BES	Heather Poole	SMS
Amanda Koon	BES	Erica Rimbert	SMS
Taylor Gebo	BHS	Shannon Armes	SPE
Lindsey Jones	BHS	Katelyn Blong	SPE
Christian Seth Lane	BHS	Shannon McCormick	SPE
Laura Merritt	BHS	Jennifer Floyd	SRE
Katherine Parish	BHS	Cassandra Griffin	SRE
Benjamin Walker	BHS	Kristen Register	SRE
Deanna Burkett	SHS	Katherine Thompson	SRE
Terry Fillyaw	SHS	Hannah Wynn	SRE
Marie Mudd	SHS	Kendall Butts	SSE
Richard Phillips	SHS	Ashley Long	SSE
Kelli Rogers	SHS		

Approval for the following to work with the Pre-K Extended Day Program:

Maya Kennedy	Suwannee Springcrest Elementary
Marissa Lane	Suwannee Springcrest Elementary

Transportation
Approval for Gina Henderson to work as a Bus Driver Trainer/Part Time Hourly

VOLUNTEERS

BES	Anderson	Deborah	Field Trips
BES	Bell	Leorick	Field Trips
SPE	Branham	Ashley	Field Trips
BES	Cabrera	Ashley	Classroom, Field Trips
BES	Cook	Aireal	Classroom, Field Trips
BES	Cooler	Michael	Field Trips
SPE	Fletcher	Kaitlyn	Classroom, Field Trips
BES/BHS	Garcia	Enrique	Field Trips
RTC	Gill	Theresa	Skills
BES	Goss	Matthew	Field Trips
BES	Hall	Tori	Field Trips
BES/BHS	Hardy	Alicia	Classroom, Field Trips
BES/BHS	Harrelson	Brooke	Classroom, Field Trips
BES/BHS	Harrelson	Dylan	Classroom, Field Trips
SPE	Hartness	Allison	Field Trips
BES	Holtzclaw	Amy	Field Trips
BES	Holtzclaw	Jonathan	Field Trips
BES/BHS	Howard	Roger	Classroom, Field Trips
BES	Jenkins	Shirley	Field Trips
SPE	Jones	Katherine	Classroom, Field Trips
BES	Kelly	Jessica	Classroom, Field Trips
SSE	Livecibe	Tracey	Classroom, Field Trips
SPE	March	Josie	Field Trips
BES	Mederas	Josean	Field Trips
BES	Meherg	Alexandria	Classroom, Field Trips
BES/BHS	Newman-Kirby	Stephanie	Field Trips
BES/BHS	Praetorius	Joanna	Classroom, Field Trips
BES	Rains	Emilee	Field Trips, Clubs
SPE	Rehkop	Ryan	Classroom, Field Trips
BES	Snider	Helen	Field Trips
BHS	Soride	Matthew	APT/Advisory, Classroom, Field Trips, Clubs (FFA/4H)
BES	Taylor	Christopher	Classroom, Field Trips
BES	Taylor	Kimberly	Classroom, Field Trips
BES	Tomlinson	Chris	Field Trips
SPE	Vega	Vanessa	Field Trips
SSE	Voyles	Patrick	Classroom, Field Trips
SPE	Williams	Shawana	Field Trips
BES	Williamson	Brian	Field Trips

BES/BHS	Young	Jessica	Field Trips
BES Zipperer	Lori	Field Trips	

End of List
2022-2023
School Year

RECOMMENDATIONS: SUMMER TERM 2022-2023:

Approval for the following employees to catalog classroom libraries, not to exceed 80 hours:

Tiffany Dear	Suwannee Middle School
Carla Hollinger	Branford Elementary School
Melissa Hygema	Branford High School
Kelly Melland	Suwannee Pineview Elementary
Lynn Peaden	Suwannee Springcrest Elementary
Ronna Williams	Suwannee Riverside Elementary

Approval for Kamera McGriff to work as an ESE Bus Attendant

Approval for the following to work in the 21st Century Summer Program:

Tara Brock	Suwannee Springcrest Elementary
LeeAnn Wirick	Suwannee Riverside Elementary

End of Summer Term List
2022-2023
School Year

RECOMMENDATIONS FOR THE 2023-2024 SCHOOL YEAR:

RECOMMENDATION: ADMINISTRATIVE:

Food Service:
Jeffrey Lee, Coordinator of Food Service, effective July 3, 2023
REPLACES: New Position

RECOMMENDATIONS: INSTRUCTIONAL:

Branford High School:
Laura Merritt, Teacher, effective August 3, 2023
REPLACES: Darrell Curls

Suwannee High School:
Deanna Burkett, Teacher, effective August 3, 2023
REPLACES: Eric Rodriguez

Kelli Rogers, Teacher, effective August 3, 2023
REPLACES: DonnaJean Riegel

Suwannee Middle School:
Amy Williams, Teacher, effective August 3, 2023
REPLACES: Lindy Meeks

Kristi Long, Teacher, effective August 3, 2023
REPLACES: Cody Wall

Suwannee Opportunity School:
DonnaJean Riegel, Guidance Counselor - 11 Month, effective July 24, 2023
REPLACES: Brooke Cox-Knowles

Suwannee Virtual School:
Jeffry Boatright, Guidance Counselor - 12 Month, effective July 3, 2023
REPLACES: Leslie Munden

Suwannee Pineview Elementary:
Nikolas Hurst, Dean, effective August 3, 2023
REPLACES: Position Upgrade

Suwannee Riverside Elementary:
LeeAnn Wirick, Teacher, effective August 3, 2023
REPLACES: Tammy Atkinson

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Suwannee Pineview Elementary:
Vanessa Isidro, Paraprofessional, effective August 3, 2023
REPLACES: Natalia Morales

SUPPLEMENTARY: (12 Month Positions)

Employee Name	Position	Location
Frank Allen	Athletic Director	Suwannee High School
William Blackmon	SkillsUSA	RIVEROAK Technical College
Olivia Bruening	SkillsUSA	RIVEROAK Technical College
Timothy Clark	Head Football Coach	Branford High School
Timothy Clark	Middle School Athletic Director	Branford High School
Buddy Coleman	Ag Teacher	Suwannee High School
Debra Coleman	Ag Teacher	Suwannee High School
Patrick Dawson	NJROTC	Suwannee High School
Suzanne Depew	SkillsUSA	RIVEROAK Technical College
Kyler Hall	Assistant Athletic Director	Suwannee High School

Robin Hall	Practical Nursing	RIVEROAK Technical College
Katie Miller	Department Chairperson	RIVEROAK Technical College
Debra Kleinsmith	NJROTC	Suwannee High School
Brayden Mercer	SkillsUSA	RIVEROAK Technical
John Sinclair	SkillsUSA	RIVEROAK Technical
William Wiles	Athletic Director	Branford High School
Stacy Young	Ag Teacher	Branford High School
Jeremy Ulmer	SkillsUSA	RIVEROAK Technical College

CONTRACT RECOMMENDATIONS FOR THE 2023-2023 SCHOOL YEAR:

ANNUAL INSTRUCTIONAL CONTRACTS (RENEWAL):

		Term
Suzanne Depew	RIVEROAK Technical College	12
Traci Gill-Thompson	Suwannee High School	10
Rebecca Futch	Suwannee High School	10
Kyler Hall	Suwannee High School	12
(Amended from the April 25, 2023 Agenda)		
Robin Hall	RIVEROAK Technical College	12
Leah Harrell	Suwannee High School	12
(Amended from the April 25, 2023 Agenda)		
January Jernigan	Suwannee Middle School	10
Jenny McCook	Suwannee Springcrest Elementary	10
Kevin Mercer	RIVEROAK Technical College	10
Katie Miller	RIVEROAK Technical College	12
Marie Mudd	Suwannee High School	10
Greta Thornton	RIVEROAK Technical College	10
Vance Wiggins	Suwannee High School	10

NON-INSTRUCTIONAL CONTRACTS (RENEWAL):

Employee	Location	Position	Contract	Term
John Coburn	Facilities	Grounds Keeper	A	12
Joe Denton	Suwannee High School	Security Guard	A	12
Jaxon Sansouci	Suwannee Opportunity School	Security Guard	A	12
Mackia Strickland	Suwannee Riverside Elem.	Receptionist	C	12

(Amended from the May 23, 2023 Agenda)

PART-TIME/HOURLY EMPLOYEES:
Approval for the following employees for the 2023-2024 School Year

RIVEROAK TECHNICAL COLLEGE PART-TIME/HOURLY EMPLOYEES:
July 1, 2023 through June 30, 2024:

ADULT EDUCATION

Donna Bass	Adult Education Coordinator
Jessica Cabrera	CASAS Assessment Examiner

Cynthia Frye	ESL/ABE/GED Prep
Angie Hester	ESL/ABE/GED Prep
Danielle Jones	ESL/ABE/GED Prep
Tommy Miller	Evening CASAS/TABE Assessment Examiner
Dana Tidwell	Adult Education Coordinator
Maria Toledo-Garcia	ESL Prep
Abbey Warren	ABE/GED Prep

CAREER AND TECHNICAL EDUCATION

Lyndsey Bricker	I.V. Therapy
Olivia Bruening	Building & Block Masonry/Welding
Yalori Coker	Practical Nursing/Patient Care Technician/Nursing Assistant Clinical Instructor/I.V. Therapy
Ashley Cato-Conner	Practical Nursing/Patient Care Technician Clinical Instructor/I.V. Therapy
Tammy Cunningham	Surgical Technology Clinical Instructor
Marcus Durham	HVAC-Refrigeration 1
Rebecca Futch	Nursing Assistant
June Guy	Practical Nursing/Patient Care Technician Clinical Instructor
Ramona Land	Practical Nursing/Patient Care Technician Clinical Instructor/I.V. Therapy
Sabrina Lieupo	Practical Nursing/Patient Care Technician/Nursing Assistant Clinical Instructor/I.V. Therapy
Charlene Lindblade	Practical Nursing/Patient Care Technician/Nursing Assistant Clinical Instructor/I.V. Therapy
Brayden Mercer	Welding
Kevin Mercer	Welding
Shari Senea	Phlebotomy Instructor
Traci Thompson	Nursing Assistant Instructor
Greta Thornton	Nail Technician
Suzanne Wilson	Coordinator-Nursing Assistant Program

COMMUNITY EDUCATION (Pending class enrollment)

Jessica Cabrera	Conversational Spanish
Julie Dees	Culinary, Cake Decorating
Stasia Dupree	Essential Oils
Belinda Fries	Computer Technology/Computer Safety
Vanessa Grantham	Crochet/Stained Glass
Logan Hart	Photography
Angela Hicks	Stained Glass
Melissa Hottenstein	Sign Language
Sherry Laks	Arts, Crafts, and Card Making
Marisley Leal	Conversational Spanish
Brayden Mercer	Welding Art
Kevin Mercer	Welding Art
Wayne Musgrove	Gun Safety/Concealed Weapons
Robinette Odom	Wreath Making
Wendy Perrin	Vinyls/Crafts/Quilting

Natasha Pittman	Computer Applications
Melinda Polbos	Culinary
Becky Raymond	Basic Computers
Debbie Scott	Cake Decorating
John Sinclair	Culinary
Lora J. Taylor	IV Therapy
LaDon Terry	Floral
Dana Tidwell	Community Education Assistant
Margaret Wooley	Wreath Making

End of List
2023-2024
School Year

REGULAR AGENDA

1. MOTION by Mr. Alcorn, second by Mr. daSilva, for approval of additions and revisions to the Suwannee County School Board Policy Manual and Suwannee County School District Student Conduct and Discipline Code as follows: (Copies are available for review in the office of the Assistant Superintendent of Administration.)

#5.60	Use of Bathrooms and Changing Facilities (*New*)
#7.08	Inventories and Property Records (*Revised*)
#7.14	Purchasing Policies and Bidding (*Revised*)
	Suwannee County School District Student Conduct and Discipline Code *(Revised)*

MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. daSilva, second by Mr. Crawford, for approval of the following contracts/agreements for the 2023-2024 school year (NEW): (Note: These contracts have been reviewed and approved as to form and sufficiency by Board Attorney Leonard Dietzen.)

#2024-36	2023-2024 Career Dual Enrollment Articulation Agreement between the Columbia County School Board and the Suwannee County School Board through RIVEROAK Technical College (*New*) **(pgs. 440-447)**

#2024-37 2023-2024 Career Dual Enrollment Articulation Agreement between the Jefferson County School Board and the Suwannee County School Board through RIVEROAK Technical College (*New*) **(pgs. 448-455)**

MOTION CARRIED UNANIMOUSLY

3. MOTION by Mr. Crawford, second by Mr. Alcorn, for approval of the 2023-2024 Professional Learning Catalog (NEFEC). (A copy is available for review in the office of the Assistant Superintendent of Instruction.) MOTION CARRIED UNANIMOUSLY

4. MOTION by Mr. daSilva, second by Mr. Alcorn, for approval to award the following bid/RFP:

   a. #24-201 Custodial Supplies to Ashford Services, Inc. (bid results will be provided at the Board Meeting) (*New*)

MOTION CARRIED UNANIMOUSLY

5. MOTION by Mr. daSilva, second by Mr. Crawford, for approval of the following individuals to serve on the Suwannee County School District collective bargaining/negotiating team for 2023-2024:

   - Marsha Brown, Chief Negotiator
   - Karen Bates
   - Ronald Gray
   - Malcolm Hines
   - Josh Williams

MOTION CARRIED UNANIMOUSLY

6. MOTION by Mr. Crawford, second by Mr. Alcorn, for approval of the following AGE and Postsecondary Student Fees, for RIVEROAK Technical College, for the 2023-2024 school year: (Note: Fees are based upon Workforce Development Fees Statute, Section 1009.22 (3)(d) requirements.)

   a. AGE Programs (ABE, GED, AAAE, Adult ESOL)
      (1) $30.00 per term (August through December; January through May)

b. Postsecondary Career Certificate Programs
   (1) Resident Tuition - $2.44 per clock hour
   (2) Non-Resident Tuition - $7.32 per clock hour

MOTION CARRIED UNANIMOUSLY

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

8. Superintendent's Report

Mr. Roush provided the following updates/information:

- New school start times-distributed draft to be released to the general public in the next few days; requested any feedback from Board members.
- Continuing to look into possibly changing existing language at the beginning of the consent agenda portion of the Board agenda regarding agenda items.
- Plans to bring an addendum to existing health insurance contract that will result in a substantial cost savings on prescriptions for employees.
- Reminded Board members of the RTC Phlebotamy class graduation on July 2 at the Advent Christian Church.
- Reminded Board members of the Joint Workshop with the Board of County Commissioners on July 12 at 5:30 p.m. to discuss the redistricting plan.
- Thanked administrators for an excellent and productive time at the Model Schools Conference earlier in the week; thanked the Board for moving the regular Board meeting to allow them to go.

9. Issues and concerns Board members may wish to discuss

Mr. daSilva discussed an email from FSBA regarding revisions to the Florida Administrative Code. Mr. Roush responded there are efforts in the legislature for deregulation, and that he was asked to serve on a committee to review statewide recommendations. He has spoken with the District team and sent out requests through First Class mail seeking input and feedback.

Mr. Crawford's redistricting question was answered by Mr. Roush, who stated the consultant will be providing recommendations; plans are to send that information out to Board members prior to the July 12 Joint Workshop.

Mr. Taylor commented on the following:

- Status of new school buses - Mr. Hines responded they are not here yet.
- Access road at Suwannee Middle School-County Administrator Greg Scott advised the County would do the work. Mr. Roush and Mr. Butts responded. Mr. Roush will follow up and report back to the Board.
- Legislative funding of the RTC expansion - Mr. Roush advised plans are underway to invite legislators and Karin Hoffman of Key Innovative Solutions for a time of celebration and to discuss the next phase.
- Expressed interest in being updated on the demographic breakdown of enrollment at the elementary schools in an upcoming workshop session.

The meeting adjourned at 6:54 p.m.

SUWANNEE COUNTY SCHOOL BOARD

PROFESSIONAL/TECHNICAL SERVICES AGREEMENT

This AGREEMENT is made as of the date of execution by and between the Suwannee County School Board ("SCSB"), and **Suwannee River Ridge Technical High School, LLC.** ("Contractor").

WITNESSED:

WHEREAS, SCSB operates schools and educational institutions and is in need of a qualified, experienced Educational Consultant to provide learning facilitation services for SCSD students in need of Parent Involvement Services (Transition to Home Ed Plans); and

WHEREAS, SCSB operates schools and educational institutions in rural Suwannee County, Florida, identified as a Title I District with students in need of more diverse educational opportunities; and

WHEREAS, Contractor may employ and/or contract with qualified and duly licensed and/or certified instructors with expertise and experience in providing educational services; and

WHEREAS, SCSB desires to engage Contractor to provide such services for SCSB and Contractor is willing to provide such services for SCSB.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein set forth, the parties agree as follows:

1. ENGAGEMENT; RESPONSIBILITIES OF CONTRACTOR

A. SERVICES: SCSB hereby engages Contractor to provide learning facilitation services for SCSB as requested by SCSB, and Contractor hereby accepts such engagement and agrees to provide said services in accordance with the terms of this Agreement. Said services are described in Exhibit A attached hereto, which exhibit is hereby incorporated by reference into, and made a part of, this Agreement. Contractor shall provide said services through employees and/or independent subcontractors who are qualified and appropriately licensed and/or certified to perform all functions assigned to them by Contractor in connection with the provision of services by Contractor hereunder.

B. MANNER OF PERFORMANCE OF CONTRACTOR'S SERVICES

(i) Contractor and staff shall perform all services under this Agreement in the manner and means it or he/she chooses, in its or his/her sole and absolute discretion and judgment. Contractor and staff shall not be required to comply with SCSB's directions or instructions concerning when, where and

how to perform services under this Agreement, but shall have full and absolute discretion in such matters.

(ii) Contractor and staff shall not be required to attend meetings or participate in training conducted by SCSB as to specific methods or procedures.

(iii) Contractor and staff shall not be required to work specified hours, but shall have full and absolute discretion with respect thereto.

(iv) Contractor and staff shall not be required to submit any written or oral reports to SCSB except such reports as shall be required by law, regulation, or any governmental authority, including reasons for federal, state, or local compliance purposes or those specified in Exhibit A.

(v) The Contractor and staff shall be responsible for payment of Contractor and staff expenses relating to the performance of duties hereunder, including expenses or travel and similar items.

C. DOCUMENTATION: Contractor shall submit to SCSB, appropriate documentation of services provided hereunder as requested in Exhibit A. Such documentation shall be in the form and shall contain the information requested by SCSB.

2. REPRESENTATIVES AND WARRANTIES

Contractor represents and warrants to SCSB, upon execution and throughout the term of this Agreement, as follows:

A. Contractor is not bound by any agreement or arrangement, which would preclude it from entering into, or from fully performing the services required under, this Agreement;

B. None of the Contractor staff has ever had his or her professional license or certification in the State of Florida or in any other jurisdiction denied, suspended, revoked, terminated, voluntarily relinquished under threat of disciplinary action, or restricted in any way;

C. Contractor shall perform the services required hereunder in accordance with:
(i) all applicable federal, state, and local laws, rules, and regulations;
(ii) all applicable policies of: SCSB;
(iii) all applicable Bylaws, Rules, and Regulations of SUWANNEE COUNTY SCHOOLS;

D. Contractor has, and shall maintain throughout the term of this Agreement, all appropriate federal and state licenses and certifications which are required in order for Contractor to perform the services required of Contractor under this Agreement;

E. Each of the Contractor staff has, and shall maintain throughout the term of this

Agreement, all appropriate federal and state licenses and certifications which are required in order for said staff to perform the functions, assigned to him or her by Contractor in connection with the provision of services under this Agreement; and

F. All Contractor staff shall comply with all applicable terms of this Agreement.

3. INDEPENDENT CONTRACTOR

In performing the services herein specified, Contractor is acting as an independent contractor, and neither Contractor nor any staff shall be or be considered employees of SCSB. Neither Contractor nor any Contractor staff shall be under the control of SCSB as to the manner by which results are accomplished, but only as to the results of Contractor's work. It is agreed and acknowledged by the parties that, as an independent contractor, Contractor staff retains the right to contract with and provide educational consulting services to entities and individuals other than SCSB and its students, and nothing in this Agreement shall be interpreted as limiting or restricting in any way Contractor's right to do so. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto, and nothing herein contained shall be construed to authorize either party to act as agent for the other. Contractor shall be liable for its own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes and benefits with respect to all Contractor staff. Contractor hereby expressly agrees to provide SCSB with proof of payment of such taxes in the event such is requested by SCSB by federal or State tax authorities. Any such proof will be provided directly to SCSB's counsel for delivery to tax authorities in order to preserve the confidentiality of such records. Neither Contractor nor any Contractor staff shall be subject to any SCSB policies solely applicable to SCSB's employees, not to exclude policy directly related to vendors and contractors.

4. TERM

The initial term of this Agreement shall be for a period not to exceed twelve (12) months, commencing on July 25, 2023 and ending June 30, 2024, unless sooner terminated as provided herein. At the end of the Initial Term and each Renewal Term (as hereinafter defined), if any, this Agreement may be renewed for an additional term, ("Renewal Term"), but only upon mutual written agreement of the parties.

5. COMPENSATION

For the services rendered pursuant to this Agreement, Contractor shall be paid by SCSB, as and for its sole compensation hereunder, the amounts listed in Exhibit A attached hereto, which Exhibit is hereby incorporated by reference into, and made a part of, this Agreement. Notwithstanding the foregoing, no compensation shall be payable to Contractor for any services for which Contractor has not submitted the documentation required under Paragraph 1(C) and Exhibit A of this Agreement.

6. BILLING

Contractor shall bill SCSB for services provided hereunder on a monthly basis in the month following the month in which services are rendered. Each invoice shall be in the form, and contain the information, requested by SCSB, and SCSB shall pay each invoice within **thirty (30) days** after receipt thereof by SCSB. SCSB shall not be required to pay for any services for which Contractor does not provide a proper invoice: provided, however, that SCSB shall give notice to Contractor that such invoice is deemed improper, and Contractor shall be given:
(a) details as to why it is considered improper,
(b) instruction as to how Contractor can correct such invoice to make it proper, and
(c) the opportunity to submit a corrected invoice to be paid for services performed.

7. CONFIDENTIALITY

Contractor recognizes and acknowledges that, by virtue of entering into this Agreement and providing services hereunder, Contractor and staff may have access to certain confidential information, including confidential student information and personal health information ("PHI"). Contractor agrees that neither it nor any Contractor staff will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by SCSB in writing, any confidential student information, PHI or other confidential information, and Contractor and all Contractor staff shall comply with all Federal and State laws and regulations, and all SCSB rules, regulations, and policies regarding the confidentiality of such information.

8. CRIMINAL BACKGROUND CHECKS

The Legislature amended the Jessica Lunsford Act effective July 1, 2007. This law requires any employee, contractor, vendor who will: (1) be at a school when students are present; or (2) have direct contact with students; or (3) have access to or control of school funds; meet Level II Background screening requirements. There are some exceptions. Level 2 screening includes fingerprinting, statewide criminal and juvenile justice records checks through the Florida Department of Law Enforcement and federal criminal records checks through the Federal Bureau of Investigation. Level 2 screening may also include local criminal records checks through the local law enforcement agencies.
Level II Background Check – Any vendor providing services under this contract who will (1) be at a school when students are present; or (2) have direct contact with students; or (3) have access to or control of school funds, that person shall have a **Level II background check** submitted through the Suwannee County School Board. Documentation of clearance will be on file in the Department of Human Resources in the Suwannee County School Board office. **The contractor shall be required to pay for all costs of the background reports.** If it is discovered during the period of the contract that the successful contractor substituted an unapproved worker for an approved worker, the vendor's contract may be cancelled immediately at the instructions of the Suwannee County School Board.

9. AUDITS, RECORDS, AND RECORDS RETENTION

The District or its representative reserves the right to inspect and/or audit all the Contractor's documents and records as they pertain to the products and services delivered under this agreement. Such rights will be exercised with notice to the Contractor to determine compliance with and performance of the terms, conditions and specifications on all matters, rights and duties, and obligations established by this agreement. Documents/records in any form shall be open to the District's representative and may include but are not limited to all correspondence, ordering, payment, inspection and receiving records, and contracts or sub-contracts that directly or indirectly pertain to the transactions between the District and the Contractor in order:

A. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the District under this contract.

B. To retain all contractor records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of five (5) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.

C. That completion or termination of the contract and at the request of the District, the Contractor will cooperate with the District to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph A above.

D. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the District.

E. That persons duly authorized by the District and Federal auditors, pursuant to 45 CFR, Part 92.36 (I) (10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.

F. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

10. INDEMNIFICATION

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

11. DEBARMENT & SUSPENSION

Contractor certifies that, by submission of this document, that neither it nor its agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

12. TERMINATION

A. TERMINATION WITHOUT CAUSE. Either party may terminate this Agreement without cause by giving the other party at least thirty (30) days prior written notice.

B. TERMINATION FOR BREACH. Either party may terminate this Agreement upon breach by the other party of any material provision of this Agreement, provided such breach continues for fifteen
(15) days after receipt by the breaching party of written notice of such breach from the non-breaching party.

C. IMMEDIATE TERMINATION BY SCSB. SCSB may terminate this Agreement immediately by written notice to Contractor (such termination to be effective upon Contractor's receipt of such notice) upon the occurrence of any of the following events:
(i) the denial, suspension, revocation, termination, restricting, relinquishment, or lapse of any license or certification required to be held by Contractor, or of any Contractor staff's professional license or certification, in the State of Florida, or

(ii) conduct by Contractor or any of Contractor's staff which affects the quality of services provided to SCSB or the performance of duties required hereunder and which would, in SCSB's sole judgment, be prejudicial to the best interests and welfare of SCSB or its students;

(iii) breach by Contractor or any Contractor staff of the confidentiality provisions of Section 7 hereof;

D. EFFECT OF TERMINATION.

As of the effective date of termination of this Agreement, neither party shall have any further rights or obligations hereunder except for rights and obligations accruing prior to such effective date of termination, or arising as a result of any breach of this Agreement. Notwithstanding the foregoing, the following provisions shall survive the expiration or other termination of this Agreement, regardless of the cause of such termination: Paragraphs l(B), 2, 5, 10, 13, and 15.

13. ARBITRATION

Any dispute or controversy arising under, out of or in conjunction with, or in relation to, this Agreement, or any amendment hereof, or the breach hereof, shall be determined and settled by arbitration in Suwannee County, Florida, in accordance with the rules of the American Arbitration Association and applying the laws of the State of Florida. Any award rendered by the arbitrator shall be final and binding upon each of the parties, and judgement thereon may be entered in any court having jurisdiction thereof. Should any litigation be commenced between the parties to this Agreement concerning this Agreement or the rights and duties in relation thereto, the SUWANNEE COUNTY SCHOOL BOARD shall be entitled to recover its attorneys' fees, costs, expenses, and out-of-pocket disbursements incurred in such litigation, irrespective of whether such costs, fees, expenses and disbursements are taxable under the law, which shall be determined by the court in such litigation by the court alone on a post-trial motion. In the event that a court shall direct the parties to this Agreement to mediation with respect to any issue, the other contracting entity or person shall pay the fees, costs and expenses of the mediator.

14. ENTIRE AGREEMENT; MODIFICATION

This Agreement contains the entire understanding of the parties with respect to the subject matter hereof and supersedes all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement.

15. GOVERNING LAW

This Agreement shall be construed in accordance with the laws of the State of Florida. Nothing in this Agreement shall be interpreted or construed to mean that the Board waives its common law sovereign immunity or the limits on liability set forth in Florida Statutes.

16. COUNTERPARTS

This Agreement may be executed in one or more counterparts, all of which together shall constitute only one Agreement.

17. NOTICES

All notices hereunder by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by Federal Express or Express Mail, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to SCSB: Ted L. Roush, Superintendent
Suwannee County School District
1740 Ohio Avenue, South

Live Oak, FL 32064

Copy to: Mr. Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Attorney for Suwannee County School Board
P. O. Box 10507
Tallahassee, FL 32302-2507

Contractor: Cheryl Mae Brinson
Suwannee River Ridge Technical High School, LLC
17241 229th Drive
Live Oak, FL 32060

18. WAIVER

A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure.

19. CAPTIONS

The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Agreement.

20. ASSIGNMENT; BINDING EFFECT.

Contractor shall not assign or transfer, in whole or in part, this Agreement or any of Contractor's rights, duties or obligations under this Agreement without the prior written consent of SCSB, and any assignment or transfer by Contractor without such consent shall be null and void. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and permitted assigns.

21. RELEASE OF STUDENT RECORDS

By signature, Contractor assures that the released student data will be handled with confidentiality as required by Florida Statute 1002.22.

22. PUBLIC RECORDS

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

23. FORCE MAJEURE

Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this Agreement if and to the extent that such party's performance under this Agreement is rendered impossible, impractical, or prevented by reason of force majeure.

For purposes of this Agreement, the term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God, acts of the public enemy, war, riots, strikes, labor disputes, civil disorders, fires, floods, hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the 2023-2024 academic year.

24. E-Verify. Effective July 1, 2020

A. Pursuant to Fla. Stat. § 448.095, Contractor shall use the U.S. Department of Homeland Security's E-Verify system, https://e-verify.uscis.gov/emp, to verify the employment eligibility of all employees **hired on or after January 1, 2021** during the term of this Agreement.

B. Subcontractors

(i) Contractor shall also require all subcontractors performing work under this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement.

(ii) Subcontractors shall provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined by Fla. Stat. § 448.095.

(iii) Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement.

C. Contractor must provide evidence of compliance with Fla. Stat. § 448.095 by January 1, 2021. Evidence may consist of, but is not limited to, providing notice of Contractor's E-Verify number.

D. Failure to comply with this provision is a material breach of the Agreement, and School Board may choose to terminate the Agreement at its sole discretion. Contractor may be liable for all costs associated with School Board securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs (if necessary).

IN WITNESS WHEREOF, the parties hereto have set their hands and seals to this Agreement on this 25th day of July, 2023.

SUWANNEE COUNTY SCHOOL BOARD

_____ _____

Jerry Taylor, Chairman Date

_____ _____

Ted Roush, Superintendent of Schools Date

(SEAL)

CONTRACTOR

_____ _____

Cheryl Mae Brinson d/b/a Date
Suwannee River Ridge Technical High School, LLC

_____ _____

Witness Signature - T.J. Brinson, Jr. Date

EXHIBIT A

SERVICES PROVIDED:

Parents electing a home education program will be provided with a transition plan and support as follows:

1. Individual Graduation Plan (IGP) based on the student's goals and academic ability
2. Home Ed Diploma for the parent's signature
3. Guidance for Home Ed compliance and support for IGP implementation for 180 days, while student completes the agreed-upon IGP
4. Notice of Termination of Home Ed Program prepared for parent's signature when appropriate
5. Parent's Affidavit of Home Schooling prepared for student to use in lieu of transcript, per F.S. 1002.41
6. Assistance for transitioning from Home Ed graduation to college, the military, or the workforce

Additional services may be offered through external community agencies, including CareerSource, Vocational Rehab, Pregnancy Care Center, and Meridian. Suwanee River Ridge Technical High School's ongoing collaborations with these agencies allow opportunities for students to have educational grants, internships, and assistance with job placement. Eligibility for the programs depends on grant objectives, which vary and change with each new grant project.

PAYMENT PROCEDURES:

1. Students in need of services will be assigned to the Contractor for services by the SCSD Director of School Choice. The Director of School Choice will encumber funds at the time of the request.

2. After the initial meeting with the student and parent/guardian, the Contractor will invoice the District at the agreed upon rate of $500.00, per student per semester. Contractor will submit the invoices to the Director of School Choice.

CONTRACTOR FEDERAL IDENTIFICATION NUMBER:

W-9 on file.

FUNDING SOURCE FOR PAYMENT TO CONTRACTOR:

Title I Part A, Title V Part B

EXHIBIT B

Public Records Law Requirements
under Chapter 119.0701, Florida Statutes

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, LORIE NORRIS, RISK MANAGER, LORIE.NORRIS@SUWANNEE.K12.FL.US, OR 1740 OHIO AVENUE, SOUTH, LIVE OAK, FL 32064.

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

SUWANNEE COUNTY SCHOOL BOARD

PROFESSIONAL/TECHNICAL SERVICES AGREEMENT

This AGREEMENT is made as of the date of execution by and between the Suwannee County School Board~~School Board of Suwannee County, Florida~~ ("SCSB"), and **Suwannee River Ridge Technical High School, LLC.** ("Contractor").

WITNESSED:

WHEREAS, SCSB operates schools and educational institutions and is in need of a qualified, experienced Educational Consultant to provide learning facilitation services for SCSD students in need of a hybrid enrollment option; and

WHEREAS, SCSB operates schools and educational institutions in rural Suwannee County, Florida, identified as a Title I District with students in need of more diverse educational opportunities; and

WHEREAS, Contractor may employ and/or contract with qualified and duly licensed and/or certified instructors with expertise and experience in providing educational services; and

WHEREAS, SCSB desires to engage Contractor to provide such services for SCSB and Contractor is willing to provide such services for SCSB.

NOW, THEREFORE, in consideration of the premises and the mutual covenants herein set forth, the parties agree as follows:

1. ENGAGEMENT; RESPONSIBILITIES OF CONTRACTOR

A. SERVICES: SCSB hereby engages Contractor to provide learning facilitation services for SCSB as requested by SCSB, and Contractor hereby accepts such engagement and agrees to provide said services in accordance with the terms of this Agreement. Said services are described in Exhibit A attached hereto, which exhibit is hereby incorporated by reference into, and made a part of, this Agreement. Contractor shall provide said services through employees and/or independent subcontractors who are qualified and appropriately licensed and/or certified to perform all functions assigned to them by Contractor in connection with the provision of services by Contractor hereunder.

B. MANNER OF PERFORMANCE OF CONTRACTOR'S SERVICES

(i) Contractor and staff shall perform all services under this Agreement in the manner and means it or he/she chooses, in its or his/her sole and absolute discretion and judgment. Contractor and staff shall not be required to comply with SCSB's directions or instructions concerning when, where and

how to perform services under this Agreement, but shall have full and absolute discretion in such matters.

(ii) Contractor and staff shall not be required to attend meetings or participate in training conducted by SCSB as to specific methods or procedures.

(iii) Contractor and staff shall not be required to work specified hours, but shall have full and absolute discretion with respect thereto.

(iv) Contractor and staff shall not be required to submit any written or oral reports to SCSB except such reports as shall be required by law, regulation, or any governmental authority, including reasons for federal, state, or local compliance purposes or those specified in Exhibit A.

(v) The Contractor and staff shall be responsible for payment of Contractor and staff expenses relating to the performance of duties hereunder, including expenses or travel and similar items.

C. DOCUMENTATION: Contractor shall submit to SCSB, appropriate documentation of services provided hereunder as requested in Exhibit A. Such documentation shall be in the form and shall contain the information requested by SCSB.

2. REPRESENTATIVES AND WARRANTIES

Contractor represents and warrants to SCSB, upon execution and throughout the term of this Agreement, as follows:

A. Contractor is not bound by any agreement or arrangement, which would preclude it from entering into, or from fully performing the services required under, this Agreement;

B. None of the Contractor staff has ever had his or her professional license or certification in the State of Florida or in any other jurisdiction denied, suspended, revoked, terminated, voluntarily relinquished under threat of disciplinary action, or restricted in any way;

C. Contractor shall perform the services required hereunder in accordance with:
(i) all applicable federal, state, and local laws, rules, and regulations;
(ii) all applicable policies of: SCSB;
(iii) all applicable Bylaws, Rules, and Regulations of SUWANNEE COUNTY SCHOOLS;

D. Contractor has, and shall maintain throughout the term of this Agreement, all appropriate federal and state licenses and certifications which are required in order for Contractor to perform the services required of Contractor under this Agreement;

E. Each of the Contractor staff has, and shall maintain throughout the term of this

Agreement, all appropriate federal and state licenses and certifications which are required in order for said staff to perform the functions, assigned to him or her by Contractor in connection with the provision of services under this Agreement; and

F. All Contractor staff shall comply with all applicable terms of this Agreement.

3. INDEPENDENT CONTRACTOR

In performing the services herein specified, Contractor is acting as an independent contractor, and neither Contractor nor any staff shall be or be considered employees of SCSB. Neither Contractor nor any Contractor staff shall be under the control of SCSB as to the manner by which results are accomplished, but only as to the results of Contractor's work. It is agreed and acknowledged by the parties that, as an independent contractor, Contractor staff retains the right to contract with and provide educational consulting services to entities and individuals other than SCSB and its students, and nothing in this Agreement shall be interpreted as limiting or restricting in any way Contractor's right to do so. In no event shall this Agreement be construed as establishing a partnership or joint venture or similar relationship between the parties hereto, and nothing herein contained shall be construed to authorize either party to act as agent for the other. Contractor shall be liable for its own debts, obligations, acts and omissions, including the payment of all required withholding, social security and other taxes and benefits with respect to all Contractor staff. Contractor hereby expressly agrees to provide SCSB with proof of payment of such taxes in the event such is requested by SCSB by federal or State tax authorities. Any such proof will be provided directly to SCSB's counsel for delivery to tax authorities in order to preserve the confidentiality of such records. Neither Contractor nor any Contractor staff shall be subject to any SCSB policies solely applicable to SCSB's employees, not to exclude policy directly related to vendors and contractors.

4. TERM

The initial term of this Agreement shall be for a period not to exceed twelve (12) months, commencing on July 25, 2023~~August 26, 2020~~ and ending June 30, 2024~~June 30, 2021~~, unless sooner terminated as provided herein. At the end of the Initial Term and each Renewal Term (as hereinafter defined), if any, this Agreement may be renewed for an additional term, ("Renewal Term"), but only upon mutual written agreement of the parties.

5. COMPENSATION

For the services rendered pursuant to this Agreement, Contractor shall be paid by SCSB, as and for its sole compensation hereunder, the amounts listed in Exhibit A attached hereto, which Exhibit is hereby incorporated by reference into, and made a part of, this Agreement. Notwithstanding the foregoing, no compensation shall be payable to Contractor for any services for which Contractor has not submitted the documentation required under Paragraph l(C) and Exhibit A of this Agreement.

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Contractor shall bill SCSB for services provided hereunder on a monthly basis in the month following the month in which services are rendered. Each invoice shall be in the form, and contain the information, requested by SCSB, and SCSB shall pay each invoice within **thirty (30) days** after receipt thereof by SCSB. SCSB shall not be required to pay for any services for which Contractor does not provide a proper invoice: provided, however, that SCSB shall give notice to Contractor that such invoice is deemed improper, and Contractor shall be given:
(a) details as to why it is considered improper,
(b) instruction as to how Contractor can correct such invoice to make it proper, and
(c) the opportunity to submit a corrected invoice to be paid for services performed.

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Contractor recognizes and acknowledges that, by virtue of entering into this Agreement and providing services hereunder, Contractor and staff may have access to certain confidential information, including confidential student information and personal health information ("PHI"). Contractor agrees that neither it nor any Contractor staff will at any time, either during or subsequent to the term of this Agreement, disclose to any third party, except where permitted or required by law or where such disclosure is expressly approved by SCSB in writing, any confidential student information, PHI or other confidential information, and Contractor and all Contractor staff shall comply with all Federal and State laws and regulations, and all SCSB rules, regulations, and policies regarding the confidentiality of such information.

8. CRIMINAL BACKGROUND CHECKS

The Legislature amended the Jessica Lunsford Act effective July 1, 2007. This law requires any employee, contractor, vendor who will: (1) be at a school when students are present; or (2) have direct contact with students; or (3) have access to or control of school funds; meet Level II Background screening requirements. There are some exceptions. Level 2 screening includes fingerprinting, statewide criminal and juvenile justice records checks through the Florida Department of Law Enforcement and federal criminal records checks through the Federal Bureau of Investigation. Level 2 screening may also include local criminal records checks through the local law enforcement agencies.
Level II Background Check – Any vendor providing services under this contract who will (1) be at a school when students are present; or (2) have direct contact with students; or (3) have access to or control of school funds, that person shall have a **Level II background check** submitted through the Suwannee County School Board. Documentation of clearance will be on file in the Department of Human Resources in the Suwannee County School Board office. **The contractor shall be required to pay for all costs of the background reports.** If it is discovered during the period of the contract that the successful contractor substituted an unapproved worker for an approved worker, the vendor's contract may be cancelled immediately at the instructions of the Suwannee County School Board.

9. AUDITS, RECORDS, AND RECORDS RETENTION

The District or its representative reserves the right to inspect and/or audit all the Contractor's documents and records as they pertain to the products and services delivered under this agreement. Such rights will be exercised with notice to the Contractor to determine compliance with and performance of the terms, conditions and specifications on all matters, rights and duties, and obligations established by this agreement. Documents/records in any form shall be open to the District's representative and may include but are not limited to all correspondence, ordering, payment, inspection and receiving records, and contracts or sub-contracts that directly or indirectly pertain to the transactions between the District and the Contractor in order:

A. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the District under this contract.

B. To retain all contractor records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of five (5) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.

C. That completion or termination of the contract and at the request of the District, the Contractor will cooperate with the District to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph A above.

D. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the District.

E. That persons duly authorized by the District and Federal auditors, pursuant to 45 CFR, Part 92.36 (I) (10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.

F. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

10. INDEMNIFICATION

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

11. DEBARMENT & SUSPENSION

Contractor~~Suwannee County School Board~~ certifies that, by submission of this document, that neither it nor its agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

12. TERMINATION

A. TERMINATION WITHOUT CAUSE. Either party may terminate this Agreement without cause by giving the other party at least thirty (30) days prior written notice.

B. TERMINATION FOR BREACH. Either party may terminate this Agreement upon breach by the other party of any material provision of this Agreement, provided such breach continues for fifteen
(15) days after receipt by the breaching party of written notice of such breach from the non-breaching party.

C. IMMEDIATE TERMINATION BY SCSB. SCSB may terminate this Agreement immediately by written notice to Contractor (such termination to be effective upon Contractor's receipt of such notice) upon the occurrence of any of the following events:
(i) the denial, suspension, revocation, termination, restricting, relinquishment, or lapse of any license or certification required to be held by Contractor, or of any Contractor staff's professional license or certification, in the State of Florida, or

(ii) conduct by Contractor or any of Contractor's staff which affects the quality of services provided to SCSB or the performance of duties required hereunder and which would, in SCSB's sole judgment, be prejudicial to the best interests and welfare of SCSB or its students;

(iii) breach by Contractor or any Contractor staff of the confidentiality provisions of Section 7 hereof;

D. EFFECT OF TERMINATION.

As of the effective date of termination of this Agreement, neither party shall have any further rights or obligations hereunder except for rights and obligations accruing prior to such effective date of termination, or arising as a result of any breach of this Agreement. Notwithstanding the foregoing, the following provisions shall survive the expiration or other termination of this Agreement, regardless of the cause of such termination: Paragraphs l(B), 2, 5, 10, 13, and 15.

13. ARBITRATION

Any dispute or controversy arising under, out of or in conjunction with, or in relation to, this Agreement, or any amendment hereof, or the breach hereof, shall be determined and settled by arbitration in Suwannee County, Florida, in accordance with the rules of the American Arbitration Association and applying the laws of the State of Florida. Any award rendered by the arbitrator shall be final and binding upon each of the parties, and judgement thereon may be entered in any court having jurisdiction thereof. Should any litigation be commenced between the parties to this Agreement concerning this Agreement or the rights and duties in relation thereto, the SUWANNEE COUNTY SCHOOL BOARD shall be entitled to recover its~~for the SUWANNEE COUNTY SCHOOL BOARD'S~~ attorneys' fees, costs, expenses, and out-of-pocket disbursements incurred in such litigation, irrespective of whether such costs, fees, expenses and disbursements are taxable under the law, which shall be determined by the court in such litigation by the court alone on a post-trial motion. In the event that a court shall direct the parties to this Agreement to mediation with respect to any issue, the other contracting entity or person shall pay the fees, costs and expenses of the mediator.

14. ENTIRE AGREEMENT; MODIFICATION

This Agreement contains the entire understanding of the parties with respect to the subject matter hereof and supersedes all prior agreements, oral or written, and all other communications between the parties relating to such subject matter. This Agreement may not be amended or modified except by mutual written agreement.

15. GOVERNING LAW

This Agreement shall be construed in accordance with the laws of the State of Florida. Nothing in this Agreement shall be interpreted or construed to mean that the Board waives its common law sovereign immunity or the limits on liability set forth in Florida Statutes.

16. COUNTERPARTS

This Agreement may be executed in one or more counterparts, all of which together shall constitute only one Agreement.

17. NOTICES

All notices hereunder by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by Federal Express or Express Mail, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

If to SCSB: Ted L. Roush, Superintendent
Suwannee County School Board

1740 Ohio Avenue, South
Live Oak, FL 32064

Copy to: Mr. Leonard J. Dietzen, III
Rumberger, Kirk and Caldwell P.A.
Attorney for Suwannee County School Board
P. O. Box 10507
Tallahassee, FL 32302-2507

Contractor: Cheryl Mae Brinson
Suwannee River Ridge Technical High School, LLC
17241 229th Drive
Live Oak, FL 32060

18. WAIVER

A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure.

19. CAPTIONS

The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Agreement.

20. ASSIGNMENT; BINDING EFFECT.

Contractor shall not assign or transfer, in whole or in part, this Agreement or any of Contractor's rights, duties or obligations under this Agreement without the prior written consent of SCSB, and any assignment or transfer by Contractor without such consent shall be null and void. This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and permitted assigns.

21. RELEASE OF STUDENT RECORDS

By signature, Contractor assures that the released student data will be handled with confidentiality as required by Florida Statute 1002.22.

22. PUBLIC RECORDS

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

23. FORCE MAJEURE

Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this Agreement if and to the extent that such party's performance under this

Agreement is rendered impossible, impractical, or prevented by reason of force majeure. For purposes of this Agreement, the term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without fault or negligence on behalf of either party. Without limiting the foregoing, force majeure includes acts of God, acts of the public enemy, war, riots, strikes, labor disputes, civil disorders, fires, floods, hurricanes, epidemics, pandemics, government regulations, and the issuance or extension of existing government orders of the United States, the State of Florida, or local county and municipal governing bodies, which prevents performance of the contract for all or part of the 2023-2024~~2020-2021~~ academic year.

24. E-Verify. Effective July 1, 2020

A. Pursuant to Fla. Stat. § 448.095, Contractor shall use the U.S. Department of Homeland Security's E-Verify system, https://e-verify.uscis.gov/emp, to verify the employment eligibility of all employees **hired on or after January 1, 2021** during the term of this Agreement.

B. Subcontractors

(i) Contractor shall also require all subcontractors performing work under this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement.

(ii) Subcontractors shall provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined by Fla. Stat. § 448.095.

(iii) Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement.

C. Contractor must provide evidence of compliance with Fla. Stat. § 448.095 by January 1, 2021. Evidence may consist of, but is not limited to, providing notice of Contractor's E-Verify number.

D. Failure to comply with this provision is a material breach of the Agreement, and School Board may choose to terminate the Agreement at its sole discretion. Contractor may be liable for all costs associated with School Board securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs (if necessary).

IN WITNESS WHEREOF, the parties hereto have set their hands and seals to this Agreement on this 25th day of July, 2023~~8th day of September, 2020~~.

SUWANNEE COUNTY SCHOOL BOARD

Jerry Taylor~~Ed daSilva~~, Chairman _____ Date

Ted Roush, Superintendent of Schools _____ Date

(SEAL)

CONTRACTOR

Cheryl Mae Brinson d/b/a
Suwannee River Ridge Technical High School, LLC _____ Date

Witness Signature - T.J. Brinson, Jr. _____ Date

EXHIBIT A

SERVICES PROVIDED:

Parents electing a home education program will be provided with a transition plan and support as follows:

1. Individual Graduation Plan (IGP) based on the student's goals and academic ability.
2. Home ed Diploma for the parent's signature.
3. Guidance for Home Ed compliance and support for IGP implementation for 180 days, while student completes the agreed-upon IGP.
4. Notice of Termination of Home Ed Program prepared for parent's signature when appropriate.
5. Parent's Affidavit of Home Schooling prepared for student to use in lieu of transcript, per F.S. 1002.41.
6. Assistance for transitioning from Home Ed graduation to college, the military, or the workforce.

Additional services may be offered through external community agencies, including CareerSource, Vocational Rehab, Pregnancy Care Center, and Meridian. Suwannee River Ridge Technical High School's ongoing collaborations with these agencies allow opportunities for students to have educational grants, internships, and assistance with job placement. Eligibility for the programs depends on grant objectives, which vary and change with each new grant project.

~~1. Contractor will serve the District's most vulnerable students in need of more diverse educational options that cannot be provided for in a traditional learning environment.~~

~~2. Contractor will work collaboratively with SCSD to ensure students are provided with blended/hybrid educational opportunities comparable and equitable to the opportunities provided to brick and mortar students.~~

~~3. Contractor will coordinate educational services with the student's school of enrollment and the student's parent/guardian.~~

~~4. Contractor will ensure that a Learning Coach (as defined in the SCSD's Innovative Re-Opening Plan – Exhibit C) is assigned to each hybrid student to facilitate blended educational services.~~

~~5. Contractor provided Learning Coach will be a certified teacher with a current Florida teaching certificate.~~

~~6. Contractor will provide SCSD with the credentials needed for the Learning Coach to be listed as the teacher of record for their assigned students. If there is a change in the assigned Learning Coach, the contractor will notify the District within 7 days and update the necessary credentials.~~

~~7. Contractor and Learning Coach will assist students with a variety of curriculum choices for meeting standards associated with courses as assigned.~~

~~8. SCSD will provide access to all online resources available to all SCSD students enrolled in the district to the Contractor and the Learning Coaches assigned by the Contractor.~~

~~9. When serving the District's most vulnerable students, the Contractor and the Learning Coaches will serve as liaisons between the student's family and the Director of Student Services, Coordinator of Exceptional Student Education, and the Coordinator of Family and Student Support.~~

~~10. Contractor will participate in Youth Mental Health First Aid training provided by SCSD, in order to assist with identification of mental health indicators. Contractor will communicate any mental health concerns to the Director of Student Services.~~

~~11. The Learning Coach will be responsible for providing daily attendance and weekly grades in SCSD's Focus Student Information System.~~

~~12. Contractor will ensure that students participate in mandatory progress monitoring. The SCSD's progress monitoring plan is part of the Innovative Re-opening Plan approved by the Florida Department of Education in Exhibit C.~~

~~13. Contractor will assist the SCSD Coordinator of Assessment and Accountability in scheduling and administering any required state assessments.~~

~~14. SCSD will assign a chromebook to all SCSD students. Contractor will assist with the deployment and collection of the assigned device.~~

~~15. Contractor will review and sign the SCSD IT policies and procedures.~~

PAYMENT PROCEDURES:

1. Students in need of services will be assigned to the Contractor for services by the SCSD Director of School Choice. The Director of School Choice will encumber funds at the time of the request.

2. After the initial meeting with the student and parent/guardian, the Contractor will invoice the District at the agreed upon rate of $500.00~~1,000.00~~ per student per semester. Contractor will submit the invoices to the Director of School Choice.

CONTRACTOR FEDERAL IDENTIFICATION NUMBER:

W-9 on file.

FUNDING SOURCE FOR PAYMENT TO CONTRACTOR:

Title I Part A, Title V

EXHIBIT B

Public Records Law Requirements
under Chapter 119.0701, Florida Statutes

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, LORIE NORRIS, RISK MANAGER~~VICKIE MUSIC DePRATTER, CPA, CHIEF FINANCIAL OFFICER~~, AT 386-647-46084609, LORIE.NORRIS@SUWANNEE.K12.FL.US~~VICKIE.DEPRATTER@SUWANNEE.K12.FL.US~~, OR 1740 OHIO AVENUE, SOUTH, LIVE OAK, FL 32064.

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

~~EXHIBIT C~~

~~Suwannee County School District~~
~~FDOE Approved Innovative Reopening Plan~~

MEMORANDUM OF AGREEMENT
BETWEEN
THE STATE OF FLORIDA
DEPARTMENT OF HEALTH
AND
THE SUWANNEE COUNTY SCHOOL BOARD

For the Provision of School Health Services in Suwannee County

THIS AGREEMENT, effective upon the date of execution, by and between the State of Florida, Department of Health, through its Suwannee County Health Department (hereinafter referred to as DOH-SUWANNEE), located at 915 Nobles Ferry Road, Live Oak, Florida 32064 and the Suwannee County School Board, (hereinafter referred to as SCSB), located at 1740 Ohio Avenue South, Live Oak, Florida 32060.

1. **Purpose.** The purpose of this Agreement is to establish the terms and conditions under which DOH-SUWANNEE shall deliver or perform the following services indicated for the SCSB:

   A) Provide basic, full service and comprehensive School Health Services to Suwannee County public schools in accordance with sections 381.0056, 381.0057, 381.0059, and 402.3026, Florida Statutes, Rule 64F-6.001-6.006, Florida Administrative Code., other related Florida Statutes and Florida Administrative Code sections, and in accordance with applicable policies and procedures of the parties.
   B) These health services will be provided in accordance with the 2022-2024 Suwannee County School Health Services Plan as approved by DOH-SUWANNEE and the SCSB and as required under Florida Statutes.

2. **Term**. This Agreement shall begin on July 25, 2023 and shall end on June 30, 2024.

3. **Responsibilities of DOH-SUWANNEE**.

   A) **Delivery of Services**. The DOH-SUWANNEE shall deliver the services required under this Agreement on the dates and at the times and places as specified herein:

      1. Provide onsite school health services at designated school sites during school hours for the assigned school year for Suwannee County public schools in accordance with the school hours of each school and the school calendar year. This does not include school health services for any after school programs, hours outside of the regular school day, during field trips or athletic events.
      2. Provide programmatic and professional management for school health services.
      3. In Collaboration with the SCSB School Health Coordinator will complete the Florida School Health Services Annual Report and Biennial School Health Plan and assure review and signatures of appropriate parties.
      4. In collaboration with the SCSB School Health Coordinator will participate in School Health Advisory Committee (SHAC) meetings.
      5. Provide training for non-school health staff in the administration of medication and provision of medical services as per section 1006.062, Florida Statutes at Branford High School. The school principal will be responsible for notifying the DOH-

SUWANNEE School Health Coordinator of the names of at least two school staff members designated to administer medications.

6. Deliver basic, full service, and comprehensive school health services at Suwannee County schools in accordance with Suwannee School Health Services Plan 2020-2022 and Suwannee School Health Services Plan 2022-2024.
7. Assist with and perform student health screenings as per section 381.0056, Florida Statutes, and Rule 64F-6.003, Florida Administrative Code. This includes documentation, referral and follow up on all screening failures.
8. DOH-SUWANNEE school health staff will not be able to participate in field trips in their capacity as the School Nurse. Leave time must be taken to attend field trips with family members.
9. DOH-SUWANNEE school health staff cannot be assigned to care for one specific student to provide continuous care throughout the school day.

B) **Staff and Personnel**. The DOH-SUWANNEE shall make available the following personnel and/or other resources to provide the services required under this Agreement:

1. Provide a part-time Registered Nurse (RN) to serve as the School Health Coordinator, as a resource to school clinic personnel. The School Health Coordinator will be an employee of DOH-SUWANNEE.
2. Provide a full-time Registered Nurse (RN) to staff the nursing office in Branford High School. This Registered Nurse will be an employee of DOH-SUWANNEE.
3. Provide a Licensed Practical Nurse (LPN) or Health Support Aids in either a Career Service or Other Personnel Services position at designated school under control of DOH-SUWANNEE. Recruitment of these positions is the responsibility of the DOH-SUWANNEE Senior Community Health Nursing Director. Vacant positions will be advertised through DOH-SUWANNEE human resources office.
4. In collaboration with the SCSB School Health Coordinator will provide oversight of the school health program and delivery of school health services as outlined in the School Health Services Plan and in accordance with Florida Statutes.
5. Complete level 2 background screening of all potential LPNs and Health Support Aides and background screening and drug screening of all potential RNs as required by sections 381.0059, and Chapter 435, Florida Statutes.
6. Assure that all nurses work within the scope of their practice and in accordance with the Florida Nurse Practice Act and be licensed as an RN/LPN in accordance with Chapter 464, Florida Statutes.
7. Assure that DOH-SUWANNEE school health staff is knowledgeable of competencies and performance evaluation tools.
8. Assure that DOH-SUWANNEE school health staff is knowledgeable of Florida Statutes related to student health and welfare.
9. Assure that DOH-SUWANNEE school health staff follow all SCSB District policies and procedures, including adherence to all applicable confidentiality laws, both federal and state governing school and health records.

C) **Finances.** DOH-SUWANNEE shall be responsible for the funding of salaries, fringe benefits, and in-kind expenses for DOH-SUWANNEE school health staff included in this Agreement, pending appropriation by the state legislature.

D) **Supervision and Evaluation**. DOH-SUWANNEE shall be responsible for the supervision of all DOH-SUWANNEE personnel assigned to provide services under this Agreement. Additionally, DOH-SUWANNEE shall be responsible for monitoring the quality of services to insure the highest standard of care is being provided.

E) **Confidentiality.** DOH-SUWANNEE shall only be entitled to receive records and information from the SCSB that can be lawfully made available to DOH-SUWANNEE, and in such event DOH-SUWANNEE shall be held strictly accountable for the protection of such records and information consistent with both state and federal laws protecting the confidentiality of student records and other information which may be available through the SCSB which is necessary for DOH-SUWANNEE to deliver the services required hereunder.

F) **Retention and Storage of Records**. In accordance with the Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99), SCSB shall hold title to Student Health Records maintained by DOH-SUWANNEE employees under the terms of this Agreement and such Student Health Records shall be subject to state, federal and local regulations concerning confidentiality. The retention and storage of Student Health Records shall be the responsibility of the SCSB. Pursuant to 34 C.F.R. 99.31(a)(1)(i)(B)(1), SCSB shall disclose Student Health Records to DOH-SUWANNEE for the sole purpose of performance under this Agreement. The school principal shall monitor and shall be responsible for access to the Student Health Records by school personnel.

G) **Official Representative**. DOH-SUWANNEE shall be responsible for providing an official representative and contact person to conduct all communications with the SCSB and to be responsible for the ongoing administration of this agreement. DOH-SUWANNEE hereby designates the Senior Community Health Nursing Director as the official representative for the purposes of administering this agreement with the SCSB. The Senior Community Health Nursing Director will provide administrative oversight of DOH-SUWANNEE nurses funded to the School Health Program.

4. **Responsibilities of the SCSB**.

A) **Confidentiality.** The SCSB shall be responsible for insuring that all records and other information in its possession are properly handled under both state and federal confidentiality laws protecting the rights of students and shall assure that DOH-SUWANNEE staff has access to records and other information that is pertinent to the health management of the students.

B) **Monitoring and Evaluation.** The SCSB and/or its designee under this Agreement shall participate with the DOH-SUWANNEE to monitor the delivery of services under this Agreement and further to coordinate any service or program evaluation that may be necessary during or at the conclusion of the term of this Agreement.

C) **Program Support**. The SCSB and/or designee under this Agreement shall make available to the DOH-SUWANNEE, its employees and/or agents in the course of their delivery of services under this Agreement the following facilities and/or resources to assist DOH-SUWANNEE in the quality delivery of services:

1. Assure available and adequate physical facilities and equipment for school health services at each school as defined in State Requirements for Educational Facilities.
2. Provide a list of Branford High School staff that is certified to provide first aid and CPR, no later than 30 calendar days from the start of the school year to the DOH-SUWANNEE Senior Community Health Nursing Director.
3. Designate at least two Branford High School staff members to be trained in the administration of medication and provision of medical services as per section 1006.062, Florida Statutes.
4. Assure appropriately trained staff is available to provide services in the clinics at all times. Assure the provision of substitutes due to absences of DOH-SUWANNEE school health staff.
5. Understands that all DOH-SUWANNEE school health staff must attend periodic trainings and meetings as organized by DOH-SUWANNEE and SCSB as it pertains to school health information.
6. Understand that DOH-SUWANNEE school health staff may be required at times to operate or staff a special needs shelter but that the DOH-SUWANNEE will continue to provide as many staff as feasible to provide school health services.

D) **Official Representative**. The SCSB shall be responsible for providing an official representative and contact person to conduct all communications with DOH-SUWANNEE and to be responsible for the ongoing administration of this Agreement.

5. **Modification**. This Agreement represents the full understanding of the parties and supersedes all previous communications on the subject, either written or oral, between the parties. Any modifications or waivers shall only be valid upon written mutual consent of the parties hereto.

6. **Disputes.** In the event a dispute should arise between the parties as to the delivery of services under this Agreement, the SCSB hereby authorizes its Superintendent of Schools to work with DOH-SUWANNEE to resolve any such disputes. DOH-SUWANNEE hereby authorizes its County Health Department Administrator to serve as its representative. In the event that the Superintendent of Schools and the County Health Department Administrator are unable to resolve the dispute, the matter shall be referred back to the SCSB for final resolution. The venue for disputes shall be Suwannee County.

7. **Termination Because of Lack of Funds**. In the event funds to finance this Agreement become unavailable, the SCSB or DOH-SUWANNEE may terminate the Agreement upon no less than twenty-four (24) hours' written notice to either party. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Each entity shall be the final authority as to the availability and adequacy of funds for this Agreement. Any state, county or school district agency's performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. The costs of services paid under any other agreement or from any other source are not eligible for reimbursement under this Agreement.

8. **Business Associate Agreement**. DOH-SUWANNEE is of the opinion that the SCSB is a covered entity under the Health Insurance Portability and Accountability Act (hereinafter referred to as HIPAA). Under this Agreement, DOH-SUWANNEE may use or disclose protected health information (hereinafter referred to as PHI). Therefore DOH-SUWANNEE agrees:

   1. To keep PHI (as defined in HIPAA) confidential.
   2. To maintain security measures with the PHI that DOH-SUWANNEE creates, receives, maintains or sends on behalf of the School Board.
   3. To promptly report to the SCSB any unauthorized access, destruction, disclosure, modification, or use of the SCSB's PHI.
   4. To promise to disclose PHI to the patient if the type of information DOH-SUWANNEE has can be requested under HIPAA.
   5. To keep track of PHI that is disclosed, unless it is disclosed for treatment, payment or health care operations, or to the patient. DOH-SUWANNEE's disclosure records will include the disclosure date, name and address of anyone who received the information, a description of the information given, and why that information was given out.
   6. To agree to open its disclosure records to federal regulators to check HIPAA compliance.
   7. To promise to disclose PHI only to the extent needed to complete work for the SCSB, because disclosure is required by law or DOH-SUWANNEE can reasonably believe that the person receiving the PHI will protect it and report any confidentiality breach.
   8. To promise if the Agreement with the SCSB ends, any PHI will be immediately returned or destroyed. If that is not possible, DOH-SUWANNEE agrees to keep protecting the information although its work for the SCSB is terminated.
   9. With respect to Electronic Protected Health Information, no later than the compliance date for the Security Standards and at all times hereafter, DOH-SUWANNEE shall:
      a) Implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the Electronic Protected Health Information that DOH-SUWANNEE creates, receives, maintains, or transmits on behalf of SCSB as required by the Security Standards;
      b) Ensure that any agent, including a subcontractor, to whom DOH-SUWANNEE provides such information, agrees to implement reasonable and appropriate safeguards to protect it;
      c) Report to SCSB any security incident of which it becomes aware;
      d) Terms used in this Agreement shall have the same meaning as those terms used in the Security Standards, currently defined, in relevant part, as follows:

      "Electronic Protected Health Information" means Protected Health Information that is transmitted or maintained in Electronic Media.

      "Electronic Media" means (1) electronic storage media including large memory devices in computers (hard drives) and any removable/transportable digital memory medium, such as magnetic tape or disk, optical disk, or digital memory card; or (2) transmission media used to exchange information already in electronic storage media. Transmission media include, for example, the internet (wide-open), extranet (using internet technology to link a business with information accessible only to collaborating parties), leased lines, dial-up lines, private networks, and the physical movement of removable/transportable electronic storage media. Certain transmissions, including of paper, via facsimile, and of

voice, via telephone, are not considered to be transmissions via electronic media, because the information being exchanged did not exist in electronic form before transmission.

"Security Incident" means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations in an information system.

9. **Indemnification.** Each party will be liable for any damages resulting from the negligence of its employees or agents acting within the scope of their employment or agency, in accordance with section 768.28, Florida Statutes. Nothing herein is intended to waive sovereign immunity by any party to whom sovereign immunity is applicable. Nothing herein shall be construed as consent by any party to be sued by a third party in any matter arising out of any contract.

10. **Termination.** This Agreement may be terminated by either party with or without cause upon thirty (30) days' written notice by registered mail, specifying the effective date of such termination.

11. **Public Entity Crime**. Pursuant to section 287.133, Florida Statutes, when a person or affiliate has been placed on the convicted vendor list following a conviction for a public entity crime, he/she may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in section 287.017, Florida Statutes, for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.

12. **Drug Free Workplace**. It is the policy of the Department of Health and the Suwannee County Health Department to promote the goal of drug-free workplaces in accordance with section 112.0455, Florida Statutes, the Drug-Free Workplace Act. The Department's Drug Free Workplace policy supplements section 112.0455, Florida Statutes, the Drug-Free Workplace Act, and applicable federal regulations for required compliance with the Federal Drug-Free Workplace Act of 1988 (41 U.S.C. §81 et seq.).

THIS AGREEMENT entered into and made effective as of the date of execution.

IN WITNESS THEREOF, the parties hereto have caused this Agreement to be executed by their officials thereunto duly authorized.

State of Florida
Department of Health

Signed by: _____

Name: Kerry S. Waldron, MPA
Administrator
DOH-Suwannee

Date: _____

Suwannee County School Board

Signed by: _____

Name: Jerry Taylor
Chairperson
School Board of Suwannee County

Date: _____

_____
Ted Roush, Superintendent
School Board of Suwannee County

Date: _____

SUWANNEE COUNTY SCHOOL DISTRICT

JERRY TAYLOR
DISTRICT 1
NORMAN CRAWFORD
DISTRICT 2
TIM ALCORN
DISTRICT 3

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

1740 Ohio Avenue, South
Live Oak, Florida 32064
Telephone: (386) 647-4600 • Fax: (386) 364-2635

TED L. ROUSH
Superintendent of Schools

JUL 13 2023

MEMORANDUM

TO: Ted L. Roush, Superintendent of Schools

FROM: William Brothers, Director of Human Resources

DATE: July 13, 2023

RE: Human Resources Transactions for July 25, 2023

Regular Meeting

RECOMMENDATION:

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

SUWANNEE COUNTY SCHOOL BOARD
Human Resources Transactions
July 25, 2023

TO: District School Board of Suwannee County

FROM: Ted L. Roush
Ted L. Roush, Superintendent of Schools

Pursuant to Section 1012.27 (1A) (1B), Florida Statutes, I hereby submit the following written personnel recommendations.

RECOMMENDATIONS FOR THE 2022-2023 SCHOOL YEAR:

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

Transportation:
Nisa Carlisle, Bus Driver, effective May 11, 2023 (2.25 hours), May 12, 2023 (4.5 hours), May 16, 2023 (4.5 hours), May 17, 2023 (4.5 hours), May 18, 2023 (4.5 hours) and May 19, 2023 (4.5 hours) for a total of 24.75 hours

End of List
2022-2023
School Year

RECOMMENDATIONS: SUMMER TERM 2022-2023:

Approval for the following to work with the 3rd Grade Reading Camp:

Tamara Felton
Jacqueline Glover
Tralene Sasso
Wynette Sumner

Approval for Janora Crow to work at RIVEROAK Technical College from July 5, 2023 through July 31, 2023 not to exceed 75 hours, Grant Funded

Approval for the following to work up to 8 hours for Pre-K Registration/Enrollment from July 31, 2023 through August 2, 2023

Alexis Cannon	Suwannee Pineview Elementary
Amaris Chapman	Branford Elementary School
Amy Garland	Suwannee Springcrest Elementary
Erika Hodge	Suwannee Pineview Elementary

Approval for the following to work Summer School as Out of Field Teachers:

Angela Hester	Suwannee High School	English 1, English 2, and English 3
Patrich Jernigan	Suwannee Virtual School	Hope
Janet Stewart	Branford High School	M/J Language Arts 1, 2 and 3
		M/J US History
		M/J World History
		M/J Comprehensive Science 2
		M/J Civics
		Environmental Science
		World History
		Geometry
		English 1
		US History
		Algebra 2
		Economic with Financial Literacy
		Hope

End of Summer Term List
2022-2023
School Year

RECOMMENDATIONS FOR THE 2023-2024 SCHOOL YEAR:

RECOMMENDATIONS: INSTRUCTIONAL:

Branford Elementary School:
Suzanne Hewett, Teacher, effective August 3, 2023
REPLACES: Sabrina Harrell

Samantha Torrese, Teacher, effective August 3, 2023
REPLACES: Caron Heffner

Branford High School:
Eddie Brown, Teacher, effective August 3, 2023
REPLACES: Tommy Taylor

Lindsey Jones, Teacher, effective August 3, 2023
REPLACES: Lawanna Gaylard

Taylor Gebo, Teacher, effective August 3, 2023
REPLACES: Ryan Huesman

Olivia Henderson, Guidance Counselor, effective July 24, 2023
REPLACES: Abby Warren

Christian Lane, Teacher, effective August 3, 2023
REPLACES: Darryl Cannon

Benjamin Walker, Teacher, effective August 3, 2023
REPLACES: Denise Stewart

Eli Stewart, Teacher (Substitute), effective August 3, 2023
REPLACES: Lisa Taber

Katherine Parish, Teacher, effective August 3, 2023
REPLACES: Judy Naranjo

RIVEROAK Technical College:
Jenny Benson, Teacher, effective July 24, 2023
REPLACES: Camille Coggburn

Janora Crow, Teacher, effective July 5, 2023
New Position

Mary Vickers, Teacher, effective July 3, 2023 *(Amended from the May 23, 2023 Agenda)*
REPLACES: Traci West

Suwannee High School:
Chelsey Chaney, Teacher, effective August 3, 2023
REPLACES: Leanna Beartree

Terry Fillyaw, Teacher, effective August 3, 2023
REPLACES: Theodore Frazier

Richard Phillips, Teacher, effective August 3, 2023
REPLACES: Deanna Burkett

Suwannee Middle School:
James Garland, Teacher, effective August 3, 2023
REPLACES: Joseph Gaddy

Marjerian Lewis, Dean, effective August 3, 2023
REPLACES: Bridget McLaughlin

Erica Rimbert, Teacher, effective August 3, 2023
REPLACES: Lindsey Thomas

Heather Poole, Teacher, effective August 3, 2023
REPLACES: Allison Brown

Suwannee Opportunity School
Amber Bonk, Teacher, effective August 3, 2023
REPLACES: Mary Johnson

Sarah Swallows Carney, Teacher, effective August 3, 2023
REPLACES: Lori Mercer

Suwannee Pineview Elementary:
Ciana Hill, Teacher, effective August 3, 2023
REPLACES: Keeley Messer

Crystal Jones, Teacher, effective August 3, 2023
REPLACES: Mallory Jackson

Shannon McCormick, Teacher, effective August 3, 2023
REPLACES: Samantha Torres

Jennifer Smith, Teacher, effective August 3, 2023
REPLACES: Amy Williams

Lora Solangel, Teacher, effective August 3, 2023
REPLACES: Marjerian Lewis

Shannon Armes, Teacher, effective August 3, 2023
REPLACES: Crystal Davenport

Kelly Hollingsworth, Teacher, effective August 3, 2023
REPLACES: New Position

Katelyn Blong, Teacher, effective August 3, 2023
REPLACES: Taelyn Smith

Suwannee Riverside Elementary:
Amy Strawn, Teacher, effective August 3, 2023
REPLACES: Cara Peppers

Katherine Thompson, Teacher, effective August 3, 2023
REPLACES: Skyler Phillips

Hannah Wynn, Teacher, effective August 3, 2023
REPLACES: Lawanna Zimmermann

Jennifer Floyd, Teacher, effective August 3, 2023
REPLACES: Heather Voss

Kristen Register, Teacher, effective August 3, 2023
REPLACES: Janelle Miracle

Suwannee Springcrest Elementary:
Kendall Butts, Teacher, effective August 3, 2023
REPLACES: Lynda McInnis

Ashley Long, Teacher, effective August 3, 2023
REPLACES: Jenny McCook

Suwannee Virtual School:
Lawanna Gaylard, Teacher, effective August 3, 2023
REPLACES: Jeffry Boatright

Sandra Winburn, Teacher, effective August 3, 2023
REPLACES: Danielle Ovando

TRANSFERS/REASSIGNMENTS:

NAME:	FROM: SITE/POSITION	TO: SITE/POSITION	EFFECTIVE
Travis Bass	Suwannee High School Teacher	Suwannee Middle School Teacher	August 3, 2023

RESIGNATION: INSTRUCTIONAL:

Suwannee High School:
Rebecca Futch, Nurse, effective July 12, 2023

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Branford Elementary School:
Amaris Chapman, Paraprofessional, effective August 3, 2023
REPLACES: Kelly Davidson

District Wide:
Briana Zonneyville, Paraprofessional, effective August 3, 2023
REPLACES: Briana Zonneyville

Graciela Resendiz, Paraprofessional, effective August 3, 2023
REPLACES: Graciela Resendiz

Suwannee High School:
Kendrick Carter, Paraprofessional, effective August 3, 2023
REPLACES: Joe Denton

Suwannee Middle School:
Cathy Reed, Food Service Monitor, effective August 3, 2023
REPLACES: Susan Kirby

Suwannee Pineview Elementary:
Alexis Cannon, Paraprofessional, effective August 3, 2023
REPLACES: Alexis Dalton Cashmore

Ethan Gill, Custodian, effective July 3, 2023
REPLACES: Bart Hill

Erika Hodge, Paraprofessional, effective August 3, 2023
REPLACES: Tanna Piedmonte

Shannon McCormick, Teacher, effective August 3, 2023
REPLACES: Samantha Torres

Natalia Morales, School Secretary, effective July 3, 2023
REPLACES: Lori Torres

Suwannee Riverside Elementary:
Jill Dover, Paraprofessional, effective August 3, 2023
REPLACES: Cinthia Luna

Mercedes Faircloth, Paraprofessional, effective August 3, 2023
REPLACES: Heather Corbin

Jessica Hill, Paraprofessional, effective August 3, 2023
REPLACES: Kimberley Ranck

Andrea Pacheco, Paraprofessional, effective August 3, 2023
REPLACES: Hannah Wynn

Suwannee Springcrest Elementary:
Amy Garland, Paraprofessional, effective August 3, 2023
REPLACES: Imani Lee

Transportation:
Dana Alexander Bus Driver, effective August 3, 2023
Wesley Cole Bus Driver, effective August 3, 2023
Avril Jenoir Bus Driver, effective August 3, 2023
Sonia Marks Bus Driver, effective August 3, 2023
Elwood Perry, Crossing Guard, effective August 3, 2023

RESIGNATION: NON-INSTRUCTIONAL:

Suwannee High School:
Damien Rickett, Custodian, effective July 17, 2023

Alexandra Scoggins, Paraprofessional, effective July 13, 2023

TRANSFERS/REASSIGNMENTS:

NAME:	FROM: SITE/POSITION	TO: SITE/POSITION	EFFECTIVE
Wanda Hawkins	Suwannee Pineview Elem. Paraprofessional	Suwannee Pineview Elem. Bilingual Paraprofessional	August 3, 2023

LEAVE OF ABSENCE: MATERNITY:

Suwannee Pineview Elementary:
Kayla Watson, Paraprofessional, effective August 3, 2023 through September 28, 2023
(With the option to return sooner if released by her doctor)

NON-INSTRUCTIONAL CONTRACTS (RENEWAL):

(Amended from the May 23, 2023 Agenda)

Employee	Position	Contract	Term
Annie Folsom	Assistant Manager	C	09
Edith Underwood	Assistant Manager	C	09

RIVEROAK Technical College Part Time/Hourly Employees:
July 1, 2023 through June 30, 2024

CAREER AND TECHNICAL EDUCATION
Kaley Dawson, Teacher (Part-Time Hourly), effective July 24, 2023

SUPPLEMENTARY:

Employee Name	Position	Location
Kyler Hall	Head Football Coach	Suwannee High School

MISCELLANEOUS:

Approval for the following to work as Food Service Monitors:

Branford High School
Laura Jaramillo
Cristina Jones
Janice Thompson

Suwannee Middle School
Kelly Bradow
Crystal Fernandez
Janie Mayo

Approval for the following to work as a Substitute School Nurse:

Lauren Avery
Bridget Dickerson

Approval for the following to receive the Civics Seal of Excellence Bonus:

Kirsten Boston
Patricia Brantley
Sherry Dean
Elisa Hall
Brian Metzger
Lisa Pennington

Ona Robertson
Stefani Santos

Jennifer Stevens
Matt Yancey

SUBSTITUTES:

Approval for the following to serve as a Substitute Bus Attendants:

Sierra Bozeman
Nicholas Lugo
Martha Martisek
Holly Sturdivant

VOLUNTEERS

July	BHS	Ginger Harden	APT/Advisory, Classroom, Field Trips, Clubs, Band
July	BHS	Jessica Nipper	APT/Advisory, Classroom, Field Trips, Clubs, Band
July	BHS	America Pierce	Field Trips, Clubs, Band
July	BHS	Kristen Shaw	Classroom, Field Trips, Clubs, Band
July	SHS	Kendra Tucker	Volleyball

End of List
2023-2024
School Year

ADDENDUM

This is an Addendum to the Agreement between the Suwannee County School District and ESS Southeast, LLC for the services of Substitute Teachers and Staff:

The parties hereby agree to modify the Agreement as follows:

1. Effective July 25, 2023, Exhibit B of this Addendum replaces Exhibit B of the Agreement. See attached Exhibit B.

2. All other provisions of the Agreement and Addendum dated June 8, 2022 shall remain in full force and effect during the term of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Amendment on the date set forth below.

Suwannee County School Board

By _____
Signature

Jerry Taylor, Board Chairman
Name and Title

"Approved as to Form and Sufficiency
BY _____
Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"

By _____
Signature

Ted L. Roush, Superintendent of Schools
Name and Title

Date_____

ESS Southeast, LLC

By _____
Signature

_____
Name and Title

Date_____

EXHIBIT B

Public Records Law Requirements
under Chapter 119.0701, Florida Statutes

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, LORIE NORRIS, RISK MANAGER, AT 386-647-4608, LORIE.NORRIS@SUWANNEE.K12.FL.US, OR 1740 OHIO AVENUE, SOUTH, LIVE OAK, FL 32064.

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

INFO ONLY

SCSB 2023-74 (REVISED/RENEWAL)
(Addendum to SCSB 2022-95; previously approved on 12/14/2021)

ADDENDUM

This is an Addendum to the Agreement between the **Suwannee County School District** (hereinafter referred to as "LEA" for Local Education Agency) and **ESS Southeast, LLC** (the "Company") for the services of Substitute Teachers and Staff:

The parties hereby agree to modify the Agreement as follows:

1. Effective July 1, 2022 the following positions and rates are added in Exhibit A:

SEE ATTACHED PRICING PAGE

2. All other provisions of the Agreement shall remain in full force and effect during the term of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

Chairperson, Suwannee County School Board

"Approved as to Form and Sufficiency
BY _____
Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"

Suwannee County School District

By _____
Signature

Ted L. Roush, Superintendent
Name and Title

Date JUN 2 8 2022

ESS Southeast, LLC

By _____
Steve Gritzuk, Chief Operating Officer

Date 7/11/22

INFO ONLY

ADDENDUM A
Pricing Plan

* Rates if invoice paid within 10 days of receipt Position		District Original Bill Rate	New Hire Bill Rate
Teacher w/HS Diploma	$15.00 per hour	$ 19.35	$ 19.80
Teacher w/60 + College Credits	$15.00 per hour	$ 19.35	$ 19.80
Teacher w/Bachelor's Degree	$ 15.00 per hour	$ 19.35	$ 19.80
Teacher w/Master's Degree	$15.00 per hour	$ 19.35	$ 19.80
Long Term Substitute (Valid FL Certificate)	$20.00 per hour	$ 25.80	$ 26.40
Paraprofessional	$15.00 per hour	$ 19.35	$ 19.80
Clerical	$15.00 per hour	$ 19.35	$ 19.80
Retiree DROP Program	$15.00 per hour	$ 19.35	$ 19.80
Food Service	$15.00 per hour	$ 19.35	$ 19.80
Custodial	$15.00 per hour	$ 19.35	$ 19.80
Nurse - RN	$25.00 per hour	$ 32.25	$ 33.00
Nurse - LPN	$16.00 per hour	$ 20.64	$ 21.12
*** Rates if invoice paid after 10 days of receipt**			
Teacher w/HS Diploma	$15.00 per hour	$ 19.50	$ 19.95
Teacher w/60 + College Credits	$15.00 per hour	$ 19.50	$ 19.95
Teacher w/Bachelor's Degree	$ 15.00 per hour	$ 19.50	$ 19.95
Teacher w/Master's Degree	$15.00 per hour	$ 19.50	$ 19.95

INFO ONLY

Long Term Substitute (Valid FL Certificate)	$20.00 per hour	$ 26.00	$ 26.60
Paraprofessional	$15.00 per hour	$ 19.50	$ 19.95
Clerical	$15.00 per hour	$ 19.50	$ 19.95
Retiree DROP Program	$15.00 per hour	$ 19.50	$ 19.95
Food Service	$15.00 per hour	$ 19.50	$ 19.95
Custodial	$15.00 per hour	$ 19.50	$ 19.95
Nurse - RN	$25.00 per hour	$ 32.50	$ 33.25
Nurse - LPN	$16.00 per hour	$ 20.80	$ 21.28

INFO ONLY

SCSB 2022-95 (NEW)

ESS Southeast, LLC

SUBSTITUTE STAFF PLACEMENT AGREEMENT

This is an Agreement, entered into as of January 12, 2022, by and between **ESS Southeast, LLC** (the "Company") located at 800 North Kings Highway, Suite 405, Cherry Hill, New Jersey 08034 and the **Suwannee County School District** located at 1740 Ohio Ave. South, Live Oak, FL 32064 (hereinafter referred to as "LEA" for Local Education Agency).

Background

The Company is in the business of providing substitute teachers for LEAs, as well as other related staffing services. The LEA desires to engage the services of the Company on the terms and conditions set forth in this Agreement.

NOW THEREFORE, intending to be legally bound and acknowledging the receipt of adequate consideration, the parties hereby agree as follows:

1. Provision of Substitute Staff. The Company shall be the exclusive provider of substitute teachers and other staff listed in Exhibit "A" **(hereinafter "Substitute Staff")** to fill positions at the request of the LEA on an as-needed basis, using such request mechanism(s), policies and procedures as may be established by the Company from time to time. The Company makes no guarantee that it will be able to fill all requests made by the LEA.

1.1 The LEA agrees that the Company shall be the exclusive contract provider of Substitute Staff to the LEA. All or any placement of Substitute Staff shall be made pursuant to this Agreement and the processes and procedures established by the Company, be paid by the Company, and be invoiced back to the LEA by Company.

1.2 The LEA will provide a list of staff who the LEA has employed prior to the Agreement and whom the LEA desires to remain in the pool of Substitute Staff assigned by the Company to the LEA. The LEA shall provide a written list of such personnel and may update said list, by written addition or deletion of all changes, as appropriate. If the LEA was serviced by another vendor prior to this Agreement, the LEA will also make a good faith effort to produce a list of staff who provided services through this vendor. Subject to the interview, training, background checks and certification requirements included elsewhere in the Agreement, and normal employee responsibilities attendant to employment, the Company will accept such persons for assignment to the LEA. However, as part of the transition process, the LEA certifies that the aforementioned former Substitute Staff of the LEA meet the state requirements to serve as Substitute Staff (ex. Criminal history, TB Test) for the first 90 days after Company begins services, unless Company is otherwise notified by LEA. The LEA acknowledges that the Substitute Staff will be ineligible to accept substitute assignments after said 90 day period if they are determined to be non-compliant with the laws governing educational employees in the State, which shall be Company's responsibility to determine pursuant to the terms of the Agreement. LEA further agrees to forward to Company any report of criminal activity regarding these Substitute Staff from local, state or federal law enforcement or other governmental authorities.

2. Treatment of Substitute Staff as Employees of the Company All Substitute Staff provided

by the Company will be treated by the LEA as employees of the Company, and not as employees of the LEA, for all purposes, including but not limited to Federal and State income tax purposes. Without limiting the preceding sentence:

2.1 The Company shall maintain all necessary personnel and payroll records for the Substitute Staff;

2.2 The LEA shall not be responsible for the payment of the wages and fringe benefits (if any) of the Substitute Staff; the Company shall withhold applicable taxes from the wages of the Substitute Staff, and shall be responsible for any payroll tax liabilities of an "employer" with respect to the Substitute Staff;

2.3 The Company shall provide applicable workers' compensation insurance coverage for the Substitute Staff in such amounts as may be required by law; and

2.4 Substitute Staff shall not be eligible for tenure with the LEA or be entitled to participate in any of the LEA's employee benefit plans, including pension, 403(b), profit sharing, retirement, deferred compensation, welfare, insurance, disability, bonus, vacation pay, severance pay and other similar plans, programs and agreements, whether or not reduced to writing.

2.5. In order to provide certain Substitute Staff who are obtaining the required initial or renewal State certifications, depending upon state requirements, the LEA recognizes that it may be required to execute certificate/permit/license applications and other related documents, such as a criminal history request as a representative of or on behalf of the Company. If necessary, the LEA designates the Company as its designee to submit a Substitute Staff's credentials to the county or state department of education office to obtain the Substitute Staff certifications. The LEA recognizes that it may be required to execute certain documents to allow the Company to perform its function as its designee. In such instances, the LEA is not responsible for any of the obligations of the Company as the employer included in this Paragraph 2.

3. The Company's Obligations

3.1 The Company will act in good faith to provide Substitute Staff who, if needed or applicable, (a) hold a current license and certification for the positions requested by the LEA, (b) have had a completed criminal history and child abuse background check as required by law and/or the applicable Department of Education, (c) have appropriate health screenings, inoculations and tuberculosis testing as required by the state and (d) who shall render services in accordance with applicable laws and procedures of the state and this Agreement.

3.2 In selecting Substitute Staff, the Company shall apply such screening and evaluation criteria as it may determine in its sole discretion and as may be required by the applicable law of the jurisdiction in which the services of Substitute Staff will be performed. The Company will conduct any additional screening that may be mutually agreed by the Company and the LEA, with an appropriate increase in the Company's fees, to be agreed to in advance, in writing, by the LEA.

3.3 The Company seeks to provide Substitute Staff that are trained for the requested positions. The Company will provide Substitute Staff training as required by the State, including

as applicable, classroom management, general rules and procedures applicable to the position, and other pertinent matters prior to any assignment of said Substitute Staff. For existing LEA staff, the Company shall provide training as requested by the LEA for a fee equal to the Company's actual cost.

3.4 The Company expects that the Substitute Staff assigned to the LEA will perform their services satisfactorily. If the LEA notifies the Company via the company electronic portal that a Substitute Staff has not performed satisfactorily within the reasonable discretion of the LEA, along with the clear reasons therefor, the Company will honor the LEA's request not to assign specific Substitute Staff. This section will in no way affect the right of Company, in its sole discretion as employer, to hire, assign, reassign, discipline and/or terminate its own employees. The LEA understands that declining the services of a specific Substitute Staff may result in the Company's inability to secure an acceptable alternate if timely notice of the request is not provided.

4. **The LEA's Obligations.** In connection with Substitute Staff provided by the Company pursuant to this Agreement, the LEA shall:

4.1 Provide information to the Substitute Staff as needed to allow the Substitute Staff to fully understand the duties and responsibilities of the placement and promptly report to Company any suspicious, unusual, inappropriate behavior or unsatisfactory performance;

4.2 Provide a safe and suitable workplace that complies with all applicable governmental safety and health standards, statutes, and regulations;

4.3 Provide Substitute Staff with (i) adequate information, training, and safety equipment with respect to hazardous substances and any inherent dangers of the workplace (including known violent students, as allowed by applicable law), (ii) emergency procedures, and (iii) school rules and protocols, policies and procedures regarding student disciplinary actions, and confidentiality of student records. Further, the LEA will provide all Substitute Staff with any training appropriate to the needs, duties, responsibilities or knowledge unique to the LEA or otherwise different than would generally be appropriate in other LEAs.

4.4 Not assign Substitute Staff to assignments which (i) have sole custody of a single student for an extended period without LEA oversight, (ii) have sole responsibility for more than one classroom of students at a time, (iii) administer or maintain custody of any student medications, (iv) have custody of cash, negotiable valuables, merchandise, credit cards, check writing materials, keys or similar property, except for student lunch money that may be collected in the normal course of business, (v) use any vehicle on behalf of the LEA; (vi) work more than eight (8) hours in a day or more than forty (40) hour per week without notice to Company;

4.5 Assign Substitute Staff only to tasks for which they have been requested, unless written consent has been given by the Company. Heavy labor, lifting, or physical activity is prohibited unless required and accepted in the job description.

4.6 Not assign Substitute Staff to travel or perform duties off the normal school premises of the LEA except for class trips which are supervised by an LEA teacher;

4.7 If Substitute Staff is assigned duties in connection with the LEA's computer systems, maintain appropriate password security and backup copies of all data;

4.8 Maintain appropriate written internal control policies and procedures to ensure the confidentiality of all student records and appropriately limit the access of Substitute Staff to such records;

4.9 Not promise any Substitute Staff an increased rate of compensation;

4.10 Comply with any reasonable restrictions imposed by the Company on the responsibilities to be assigned to any Substitute Staff;

4.11 Approve and sign paper or electronic forms supplied by the Company documenting the amount of time worked by Substitute Staff or, if representatives of the LEA are not available to approve and sign such forms, authorize such forms to be executed by representatives of the Company on behalf of the LEA;

4.12 Be responsible for keeping the Company promptly informed by email (if available) of all Substitute Staff on-site changes and any changes in the LEA or building supervisory contact information;

4.13 Comply with all Company policies and procedures to accurately invoice the LEA, process the daily record keeping and other tasks necessary for the Company to administer and track Substitute Staff, including but not limited to, sign in and out procedures and related records;

4.14 The LEA shall be solely responsible to control staff absences and any budgetary impact resulting therefrom;

4.15 LEA represents that its actions under this Agreement do not violate its obligations under any agreement that LEA has with any labor union;

4.16 LEA shall cooperate with Company with respect to Company's recruiting efforts and activities, including but not limited to, (i) promptly sharing applications for LEA positions with Company; (ii) adding a link on the front page and employment page of the LEA's website to Company's website, and (iii) reasonably assisting Company with advertising positions on LEA social media accounts;

4.17 If allowable by state procurement law, other LEAs may utilize this Agreement if mutually agreeable to Company.

4.18 LEA shall cooperate and coordinate with Company with respect to Company's development and installation of Company's information technology (IT) systems for the LEA. The LEA understands that failure to cooperate in this regard may lead to a delay in services.

4.19 In the event of a complaint concerning Substitute Staff, LEA shall provide Company with a written incident report. Company and LEA agree to cooperate, exchange information, and reasonably permit each other's involvement in any investigatory activities or proceedings to the extent allowable by law.

5. Indemnification and Limitations of Liability.

5.1 **Indemnification of the LEA by the Company.** The Company shall indemnify

and hold the LEA's Board, and its agents, employees and Board members harmless from and against all claims or losses incurred, including reasonable attorney's fees, that are proximately caused by the acts or omissions of the Company, Substitute Staff, or other employees or authorized agents of the Company, or by the Company's breach of this Agreement, except that such indemnification shall not apply to any claims or losses for which the Company is entitled to indemnification by the LEA. In addition, the Company's indemnification for any and all claims here under this Agreement shall be expressly limited to the extent of insurance coverage that is paid to the Company for such claims, if any, under the Company's insurance policies required under this Agreement.

5.2 **Indemnification of the Company by the LEA.** To the extent allowable by Florida law, the LEA shall indemnify and hold the Company harmless from and against all claims or losses incurred by the Company, including reasonable attorney's fees, (i) that are proximately caused by the acts or omissions of the LEA or its employees or authorized agents, or by the LEA's breach of this Agreement; or (ii) arise from any injury to Substitute Staff or other persons on the premises of the LEA or while performing services on behalf of the LEA and not caused by the acts or omissions of the Company, Substitute Staff, or other employees or authorized agents of the Company. Nothing contained in this Agreement shall be interpreted or construed to mean that the LEA waives its common law sovereign immunity or the limits of liability set forth in Florida statues s.768.28.

5.3 **Notification; Right to Defend.** A party incurring any claim or loss for which indemnification may be provided pursuant to this section 5 shall promptly notify the other party in writing. The recipient of such notice may, at its own cost and expense, thereupon assume the defense of any third party claim using counsel reasonably satisfactory to the notifying party.

5.4 **Limitation of Damages.** Under no circumstances shall the Company be liable for special, indirect, consequential, punitive, expectancy, lost profit or goodwill damages, or for damages caused by the unsatisfactory performance of Substitute Staff that does not result in a finally adjudicated claim of damages against the LEA brought by a third party.

5.5 **Complete Agreement.** The parties agree that this section 5 sets forth their complete agreement with respect to any possible indemnification claim, and waive their right to assert any common-law indemnification or contribution claim against the other.

6. **Fees and Payment.**

6.1. **The Company's Pricing Plan,** attached hereto as Exhibit A and made a part of this Agreement, is accepted by the LEA. The Company shall submit to the LEA a standard weekly invoice showing in reasonable detail the services provided. For hourly positions, LEA shall pay for all time actually worked by Substitute Staff, not scheduled time. Company will comply with any federal, state or local laws, if any, requiring paid leave. If federal, state or local laws require paid leave, LEA will reimburse Company for paid leave days taken by Company staff for a district assignment per the service rate set forth in the pricing exhibit.

6.2 **Advance Payment.** [Intentionally Omitted].

6.3 **Changes to Pricing Plan.** In the event that the LEA requests to increase the

established pay rate for Substitute Staff from that specifically listed on Exhibit A, or if the LEA requests to establish a new Substitute Staff classification or new pay rate to be paid to some or all of the Substitute Staff not identified on Exhibit A (e.g., for improved recruitment, retention or for other reasons), the billing rate to the LEA shall be determined by using the markup used on Exhibit A. The LEA shall provide the Company fourteen (14) days prior written notice of its request to change an existing pay rate or establish a new Substitute Staff classification and pay rate.

The Company may change the Pricing Plan contained on Exhibit A in the event that government (local, state or federal) mandated labor costs, including but not limited to, employee healthcare or family leave benefits, minimum wage, payroll taxes, or workers compensation rates, which are required by law, regulation or mandate are enacted, implemented, become effective or are increased after the date of this Agreement. The Pricing Plan shall be adjusted as of the effective date of the law, regulation or mandate to reflect the actual cost increase to the Company reasonably calculated on a direct or pro rata basis. For multi-year Agreements or whenever this Agreement is extended, the Pricing Plan will be modified to reflect a cost of living adjustment equal to the lesser of 3% or the applicable consumer price index rate for the LEA for the twelve months preceding the most recent quarterly rate.

6.4 [Intentionally Omitted].

6.5 **Use or Employment of Substitute Staff by the LEA Directly.** Company maintains the right to manage the schedule of its employees. Accordingly, if the LEA engages the services of any Substitute Staff other than through the Company on a per-diem, hourly or other basis, whether for services covered in this Agreement or otherwise, the LEA shall promptly notify the Company in writing and provide all information as the Company may reasonably request. Furthermore, if LEA hires Substitute Staff for services which are provided by Company in accordance with this Agreement, for the lesser of the period for which such Company employee is engaged or the term of this Agreement, the LEA shall calculate and pay to the Company any amounts due by using the daily or hourly markup used on Exhibit A. Failure of the LEA to promptly notify the Company that it has employed Substitute Staff may result in the Company continuing to pay wages to the Substitute Staff for assignments which are not worked. In such event, the LEA shall be liable to Company for all costs, including wages paid to the Substitute Staff, lost markup, and reasonable collection costs.

6.6 **Non-Solicitation of Company Corporate Staff.** LEA agrees that during the term of this Agreement and for a period of 12 months after the termination of the Agreement, without obtaining the prior written consent of the Company, neither the LEA nor any of its affiliates shall directly or indirectly, for itself or on behalf of another person or entity solicit for employment or otherwise induce, influence or encourage to terminate employment with the Company or employ or engage as an independent contractor any corporate employee of the Company (i.e. employee working for Company in a role other than as "Substitute Staff") with whom the LEA had contact or who became known to the LEA in connection with this Agreement. For the purposes of this section, "Company" also includes Source 4 Solutions LLC.

6.7 **Payment.** The LEA shall pay the Company upon receipt of invoice. Payment not received within fifteen (15) business days after receipt of invoice will be subject to a $25.00 late fee and 1% per month service charge. Any dispute of billing must be communicated to Company within 10 days of receipt of invoice. Any adjustments less than 10% of the invoice will

not delay payment and will be applied to the following invoice.

6.8 **Sales and Use Tax.** The LEA represents that it is currently exempt from any sales and use taxes or similar governmental charges or value added tax imposed with respect to the services provided by the Company. If any such taxes or charges are otherwise due or are imposed or become due, they will be the responsibility of the LEA.

7. **Term.** The term of this Agreement shall begin on January 17, 2022 and shall remain in effect through January 31, 2023. Thereafter, the Agreement shall automatically renew on a yearly basis after the term unless either party provides written notice of termination at least sixty (60) days prior to the end of the term. Notwithstanding the preceding sentence, either party may terminate this Agreement if (i) the other party breaches a material provision of this Agreement and such breach is not cured within 30 days following written notice or (ii) in the case of a breach that by the terms of the breach cannot be cured within 30 days, the breaching party has not instituted measures to cure such breach within 10 days and fully cured such breach within 90 days. Further, the Company has the right to terminate this Agreement should any student or LEA employee physically or verbally assault or injure a Company's employee, and the LEA does not respond to the incident to the Company's satisfaction. In the event either party terminates this Agreement, the LEA shall pay all amounts due under the terms of this Agreement to the Company for services provided through the date of termination.

8. **Insurance Coverage.** Each party shall, at its own cost and expense, maintain insurance coverage reasonably appropriate for the activities it conducts and the risks it assumes. The insurance coverage maintained by the Company shall include:

8.1 Workers' compensation coverage of such types and in such amounts as may be required by the laws of the jurisdiction in which the services of Substitute Staff are performed;

8.2 Commercial general liability coverage, including personal injury, blanket contractual liability, and broad form property damage, with a $2,000,000 combined single limit per occurrence;

8.3 Umbrella coverage with a $1,000,000 combined single limit per occurrence.

9. **Confidentiality & Non-Disparagement.** During the course of the business relationship, each party may be given access to proprietary or confidential information of the other, including, but not limited to, pricing policies, the identity and social security numbers of employees, and business policies and systems ("Confidential Information"). Each party shall hold Confidential Information of the other party in confidence, treating such Confidential Information with no less care than it treats its own, and shall not disclose such Confidential Information to any third party or use such Confidential Information for any purpose other than as contemplated by this Agreement. Upon termination of this Agreement, or sooner if requested by either party, each party shall return all Confidential Information of the other party in its possession, without retaining copies of such Confidential Information. This section shall not apply to information (i) that is in the public domain, or (ii) required to be disclosed by law or legal process.

At no time during or after the term of this Agreement and for a period of two (2) years thereafter shall either party directly or Indirectly disparage the commercial business, professional

or financial, as the case may be, reputation of the other party or any of their employees, management, owners or officers.

10. **Absentee Management System; Data and Intellectual Property**. To provide Substitute Staff, Company may utilize its own or the LEA's absentee management system (hereinafter "System") as it is agreed between the parties. Under either method, the Company owns all employee and absence management information data related to Substitute Staff. If the Company utilizes the LEA's System, the LEA shall allow and authorize the Company full access to the System (sometimes referred to as "Super User" status) throughout the term of the Agreement and for thirty days after termination. In the event this Agreement is terminated, Company shall have thirty (30) days to remove Company data from the System. All Company data, intellectual property, including processes, procedures and knowhow, trademarks and copyrights, are and shall remain the sole property of the Company.

11. **Miscellaneous**

11.1 **Amendments; Waivers**. This Agreement may be amended as agreed between the parties. No amendment, modification, or waiver of any provision of this Agreement shall be binding unless in writing and signed by the party against whom the operation of such amendment, modification, or waiver is sought to be enforced. No delay in the exercise of any right shall be deemed a waiver thereof, nor shall the waiver of a right or remedy in a particular instance constitute a waiver of such right or remedy generally.

11.2 **Notices.** Any notice or document required or permitted to be given under this Agreement shall be deemed to be given on the date such notice is (i) deposited in the United States mail, postage prepaid, certified mail, return receipt requested, (ii) deposited with a commercial overnight delivery service with delivery fees paid, or (iii) transmitted by facsimile or electronic mail with transmission acknowledgment, to the principal business address of the recipient or such other address or addresses as the parties may designate from time to time by notice satisfactory under this section. A copy of any notice to the Company shall be sent to the attention of the Company's president at the regular business address of the Company.

11.3 **Governing Law.** This Agreement shall be governed by the internal laws of the LEA's state without giving effect to the principles of conflicts of laws. Each party hereby consents to the personal jurisdiction of the federal or state courts located in LEA's County, and agrees that all disputes arising from this Agreement shall be prosecuted in such courts. Each party hereby agrees that any such court shall have in personam jurisdiction over such party and consents to service of process by notice sent by regular mail to the address set forth above and/or by any means authorized by the law of the LEA's state.

11.4 **Language Construction**. The language of this Agreement shall be construed in accordance with its fair meaning and not for or against any party. The parties acknowledge that each party and its counsel have reviewed and had the opportunity to participate in the drafting of this Agreement and, accordingly, that the rule of construction that would resolve ambiguities in favor of non-drafting parties shall not apply to the interpretation of this Agreement.

11.5 **Payment of Fees.** In the event of a dispute arising under this Agreement finally resolved through litigation or alternate dispute resolution, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs.

11.6 **Force Majeure.** Neither party shall be responsible for delays or failure to perform caused by acts of God (including fire, flood, storm, or other natural disturbances), war, civil war, riot, epidemic, acts of foreign enemies, terrorist activities, government sanction, strikes or other labor disputes (it being specifically understood that the existence of any picket line by a collective bargaining unit shall be considered as within this definition of force majeure), interruption or failure of electric, telephone or similar service or other causes beyond such party's control.

11.7 **Signature in Counterparts.** This Agreement may be signed in counterparts, each of which shall be deemed to be a fully-executed original.

11.8 **Signature by Facsimile.** An original signature transmitted by facsimile shall be deemed to be original for purposes of this Agreement.

11.9 **Assignment.** No party to this Agreement shall assign its rights or duties hereunder, without the prior written consent of the other parties, except that the Company may assign its rights and duties in connection with a sale or other disposition of all or substantially all of its business and may assign e-learning solutions for distance instruction to Proximity Learning, Inc., an ESS company.

11.10 **No Third Party Beneficiaries.** Except as otherwise specifically provided in this Agreement, this Agreement is made for the sole benefit of the parties. No other persons shall have any rights or remedies by reason of this Agreement against any of the parties or shall be considered to be third party beneficiaries of this Agreement in any way.

11.11 **Binding Effect.** This Agreement shall inure to the benefit of the respective heirs, legal representatives and permitted assigns of each party, and shall be binding upon the heirs, legal representatives, successors and assigns of each party.

11.12 **Titles and Captions.** All article, section and paragraph titles and captions contained in this Agreement are for convenience only and are not deemed a part of the context hereof.

11.13 **Pronouns and Plurals.** All pronouns and any variations thereof are deemed to refer to the masculine, feminine, neuter, singular or plural as the identity of the person or persons may require.

11.14 **Entire Agreement.** This Agreement constitutes the entire agreement between the parties with respect to its subject matter and supersedes all prior discussions, agreements, understandings and negotiations. The LEA and Company agree that in the event that any provision of this Agreement shall be held invalid or unenforceable for any reason, such invalidity or unenforceability shall attach only to such provision and shall not affect or render invalid any other provision of this Agreement.

11.15 **Public Records.** For all contractors as set forth in Section 119.0701, Florida Statutes see EXHIBIT B which is incorporated by reference herein.

11.16 **E-Verify.** Effective July 1, 2020

A. Pursuant to Fla. Stat. § 448.095, Contractor shall use the U.S. Department of Homeland Security's E-Verify system, https://e-verify.uscis.gov/emp, to verify the employment

eligibility of all employees **hired on or after January 1, 2021** during the term of this Agreement.

B. Subcontractors
   (i) Contractor shall also require all subcontractors performing work under this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement.
   (ii) Subcontractors shall provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as defined by Fla. Stat. § 448.095.
   (iii) Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement.

C. Contractor must provide evidence of compliance with Fla. Stat. § 448.095 by January 1, 2021. Evidence may consist of, but is not limited to, providing notice of Contractor's E-Verify number.

D. Failure to comply with this provision is a material breach of the Agreement, and School Board may choose to terminate the Agreement at its sole discretion. Contractor may be liable for all costs associated with School Board securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs (if necessary).

[INTENTIONALLY LEFT BLANK; SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first set forth above.

ESS Southeast, LLC

By _____
Steve Gritzuk, Chief Operating Officer

Date 12/17/21

Suwannee County School District

By _____
Signature

Ted L. Roush, Superintendent
Name and Title

Date DEC [illegible] 2021

DEC 14 2021

_____
Chairperson, Suwannee County School Board

"Approved as to Form and Sufficiency
BY _____
Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell, P.A.
Suwannee School Board Attorney"

INFO ONLY

EXHIBIT A

PRICING PAID BY THE LOCAL EDUCATION AGENCY TO COMPANY

Position	* Rates if invoice paid within 10 days of receipt	District Original Bill Rate	New Hire Bill Rate
Teacher w/HS Diploma	$10.00 per hour	$ 12.90	$ 13.20
Teacher w/60 + College Credits	$10.00 per hour	$ 12.90	$ 13.20
Teacher w/Bachelor's Degree	$ 10.75 per hour	$ 13.87	$ 14.19
Teacher w/Master's Degree	$12.25 per hour	$ 15.80	$ 16.17
Long Term Sub (Valid FL Teacher's Certificate*)	$20.00 per hour	$ 25.80	$ 39.60
Paraprofessional	$10.00 per hour	$ 12.90	$ 13.20
Clerical	TBD per hour		
Retiree DROP Program	TBD per hour		
Food Service	$10.00 per hour	$ 12.90	$ 13.20
Custodial	$10.00 per hour	$ 12.90	$ 13.20

	* Rates if invoice paid after 10 days of receipt		
Teacher w/HS Diploma	$10.00 per hour	$ 13.00	$ 13.30
Teacher w/60 + College Credits	$10.00 per hour	$ 13.00	$ 13.30
Teacher w/Bachelor's Degree	$ 10.75 per hour	$ 13.98	$ 14.30
Teacher w/Master's Degree	$12.25 per hour	$ 15.93	$ 16.29
Long Term Sub (Valid FL Teacher's Certificate*)	$20.00 per hour	$ 26.00	$ 39.90
Paraprofessional	$10.00 per hour	$ 13.00	$ 13.30
Clerical	TBD per hour		
Retiree DROP Program	TBD per hour		
Food Service	$10.00 per hour	$ 13.00	$ 13.30
Custodial	$10.00 per hour	$ 13.00	$ 13.30

EXHIBIT B

Public Records Law Requirements
under Chapter 119.0701, Florida Statutes

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 1740 OHIO AVENUE, SOUTH, LIVE OAK, FL 32064.

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

SUWANNEE COUNTY SCHOOL DISTRICT
SCHOOL CALENDAR
2023-2024

MY CHOICE for High Quality Education!

July 2023					
July 2-28: Summer Hours July 4: Holiday	3	4	5	6	
	10	11	12	13	
	17	18	19	20	
	24	25	26	27	
	31				

August 2023					
Aug 3-9: Pre-planning Days Aug 10: First Day for Students Aug 28: PD Day		1	2	3	4
	7	8	9	**10**	11
	14	15	16	17	18
	21	22	23	24	25
	~~28~~	29	30	31	

September 2023					
Sept 4: Labor Day Holiday Sept 25: ~~County~~ PD Day					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	~~25~~	26	27	28	29

October 2023					
Oct 11: End of Q1 (42 days) Oct 13: Teacher Work Day Oct 30: PD Day	2	3	4	5	6
	9	10	11	12	~~13~~
	16	17	18	19	20
	23	24	25	26	27
	~~30~~	31			

November 2023					
Nov 10: Veterans Day (observed) Nov 20-24: Thanksgiving Break			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	

December 2023					
Dec 20: Early Release Dec 20: End of Q2 (42 days) Dec 21-29: Christmas Break					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	**20**	21	22
	25	26	27	28	29

January 2024					
Jan 1: New Year's Holiday Jan 2-4: Christmas Break Jan 5: Teacher Work Day Jan 8: Students Return Jan 15: MLK Day Jan 29: PD Day	~~1~~	~~2~~	~~3~~	~~4~~	~~5~~
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	~~29~~	30	31		

February 2024					
Feb 19: President's Day Feb 26: PD Day				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	~~26~~	27	28	29	

March 2024					
March 14: End of Q3 (45 days) March 15: Teacher Work Day March 18-22: Spring Break March 25: PD Day March 29: Good Friday					1
	4	5	6	7	8
	11	12	13	14	~~15~~
	18	19	20	~~21~~	~~22~~
	~~25~~	26	27	28	~~29~~

April 2024					
April 22: PD Day	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	~~22~~	23	24	25	26
	29	30			

May 2024					
May 27: Memorial Day May 29-30: Early Release May 30: End of Q4 (45 days) May 30: Students' Last Day May 31: Post-Planning			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	**29**	**30**	31

June 2024					
June 3-28: Summer Hours	3	4	5	6	
	10	11	12	13	
	17	18	19	20	
	24	25	26	27	

☒ PD Day – Holiday for students.

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

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

▨ Holidays for **ALL** employees and students.

* Early Release days may be subject to change with prior notice.
* PD Days may be converted to student days if needed for storm make-up days.

SCSB Approved 06/14/2022
Revised 7/25/2023

PROPOSED REVISIONS VERSION

SUWANNEE COUNTY SCHOOL DISTRICT
SCHOOL CALENDAR
2023-2024

MY CHOICE for High Quality Education!

Pre-Planning: August 3-9, 2023 **Post-Planning:** May 31, 2024

NINE WEEK PERIODS AND REPORTING DATES

First nine weeks/term:

Progress reports will be distributed	Friday, September 8, 2023
End of first nine weeks/mid 1st term	Wednesday, October 11, 2023
Grade reports go out	Friday, October 20, 2023

Second nine weeks/term:

Progress reports will be distributed	Friday, November 17, 2023
End of second nine weeks/end of 1st term	Wednesday, December 20, 2023
Grade reports go out	Friday, January 12, 2024

Third nine weeks/term:

Progress reports will be distributed	Friday, February 9, 2024
End of third nine weeks/mid 2nd term	Thursday, March 14, 2024
Grade reports go out	Thursday, March 28, 2024

Fourth nine weeks/term:

Progress reports will be distributed	Friday, April 26, 2024
End of fourth nine weeks/end of 2nd term	Friday, May 30, 2024

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

TEACHERS' WORKDAYS (3)

October 13, 2023	January 5, 2024	March 15, 2024

PROFESSIONAL DEVELOPMENT (PD) DAYS (7.~~25~~5 DAYS – EXCEPT **COUNTY PD DAY) (6-1)

August 28, 2023	January 29, 2024	April 22, 2024
September 25, 2023**	February 26, 2024	
October 30, 2023	March 25, 2024	

HOLIDAYS 12-Months

July 4, 2023	December 21-22, 2023	February 19, 2024
September 4, 2023	December 25-29, 2023	March 18-20, 2024
November 10, 2023	January 1, 2024	May 27, 2024
November 20-24, 2023	January 15, 2024	

HOLIDAYS Students

August 28, 2023	November 20-24, 2023	February 26, 2024
September 4, 2023	December 21-22, 2023	March 15-25, 2024
September 25, 2023	December 25-29, 2023	March 29, 2024
October 13, 2023	January 1-5, 2024	April 22, 2024
October 30, 2023	January 15, 2024	May 27, 2024
November 10, 2023	February 19, 2024	

TEACHER PAID HOLIDAYS (6)

Labor Day	New Year's Day
Thanksgiving Day	Martin Luther King, Jr. Day
Christmas Day	Presidents Day

- **Paraprofessionals** will work all student days, six (6) Professional Development Days, plus five (5) of the following days as determined by the school principal: Pre-Planning Days, Post-Planning Day, Teacher Work Days.
- **Food Service** and **Bus Drivers** work six (6) Professional Development Days as determined by their supervisor.
- 10 months personnel work 196 days.
- 11 months personnel work 216 days.

SCSB Approved 06/14/2022
Revised 7/25/2023

PROPOSED REVISIONS VERSION

SUWANNEE COUNTY SCHOOL DISTRICT
SCHOOL CALENDAR
2023-2024

MY CHOICE for High Quality Education!

July 2023					
July 2-28: Summer Hours July 4: Holiday	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28
	31				

August 2023					
Aug 3-9: Pre-planning Days Aug 10: First Day for Students Aug 28: PD Day		1	2	3	4
	7	8	9	**10**	11
	14	15	16	17	18
	21	22	23	24	25
	28	29	30	31	

September 2023					
Sept 4: Labor Day Holiday Sept 25: PD Day					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29

October 2023					
Oct 11: End of Q1 (42 days) Oct 13: Teacher Work Day Oct 30: PD Day	2	3	4	5	6
	9	10	11	12	13
	16	17	18	19	20
	23	24	25	26	27
	30	31			

November 2023					
Nov 10: Veterans Day (observed) Nov 20-24: Thanksgiving Break			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	29	30	

December 2023					
Dec 20: Early Release Dec 20: End of Q2 (42 days) Dec 21-29: Christmas Break					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	**20**	21	22
	25	26	27	28	29

January 2024					
Jan 1: New Year's Holiday Jan 2-4: Christmas Break Jan 5: Teacher Work Day Jan 8: Students Return Jan 15: MLK Day Jan 29: PD Day	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30	31		

February 2024					
Feb 19: President's Day Feb 26: PD Day				1	2
	5	6	7	8	9
	12	13	14	15	16
	19	20	21	22	23
	26	27	28	29	

March 2024					
March 14: End of Q3 (45 days) March 15: Teacher Work Day March 18-22: Spring Break March 25: PD Day March 29: Good Friday					1
	4	5	6	7	8
	11	12	13	14	15
	18	19	20	21	22
	25	26	27	28	29

April 2024					
April 22: PD Day	1	2	3	4	5
	8	9	10	11	12
	15	16	17	18	19
	22	23	24	25	26
	29	30			

May 2024					
May 27: Memorial Day May 29-30: Early Release May 30: End of Q4 (45 days) May 30: Students' Last Day May 31: Post-Planning			1	2	3
	6	7	8	9	10
	13	14	15	16	17
	20	21	22	23	24
	27	28	**29**	**30**	31

June 2024					
June 3-28: Summer Hours	3	4	5	6	7
	10	11	12	13	14
	17	18	19	20	21
	24	25	26	27	28

PD Day -- Holiday for students.

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

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

Holidays for ALL employees and students.

* Early Release days may be subject to change with prior notice.
* PD Days may be converted to student days if needed for storm make-up days.

SCSB Approved 06/14/2022
Revised 7/25/2023

FINAL REVISIONS VERSION

SUWANNEE COUNTY SCHOOL DISTRICT
SCHOOL CALENDAR
2023-2024

MY CHOICE for High Quality Education!

Pre-Planning: August 3-9, 2023 **Post-Planning:** May 31, 2024

NINE WEEK PERIODS AND REPORTING DATES

First nine weeks/term:	
Progress reports will be distributed	Friday, September 8, 2023
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The school office is responsible for the distribution of report cards at the end of the year.

TEACHERS' WORKDAYS (3)

October 13, 2023	January 5, 2024	March 15, 2024

PROFESSIONAL DEVELOPMENT (PD) DAYS (7.5 DAYS – EXCEPT **COUNTY PD DAY) (6-1)

August 28, 2023	January 29, 2024	April 22, 2024
September 25, 2023**	February 26, 2024	
October 30, 2023	March 25, 2024	

HOLIDAYS 12-Months

July 4, 2023	December 21-22, 2023	February 19, 2024
September 4, 2023	December 25-29, 2023	March 18-20, 2024
November 10, 2023	January 1, 2024	May 27, 2024
November 20-24, 2023	January 15, 2024	

HOLIDAYS Students

August 28, 2023	November 20-24, 2023	February 26, 2024
September 4, 2023	December 21-22, 2023	March 15-25, 2024
September 25, 2023	December 25-29, 2023	March 29, 2024
October 13, 2023	January 1-5, 2024	April 22, 2024
October 30, 2023	January 15, 2024	May 27, 2024
November 10, 2023	February 19, 2024	

TEACHER PAID HOLIDAYS (6)

Labor Day	New Year's Day
Thanksgiving Day	Martin Luther King, Jr. Day
Christmas Day	Presidents Day

- **Paraprofessionals** will work all student days, six (6) Professional Development Days, plus five (5) of the following days as determined by the school principal: Pre-Planning Days, Post-Planning Day, Teacher Work Days.
- **Food Service** and **Bus Drivers** work six (6) Professional Development Days as determined by their supervisor.
- 10 months personnel work 196 days.
- 11 months personnel work 216 days.

SCSB Approved 06/14/2022
Revised 7/25/2023

FINAL REVISIONS VERSION