

**AGENDA**  
**September 3, 2013**  
**6:00 p.m.**  
**Regular Session**

- A) **Call to Order**
- B) **Pledge of Allegiance and Invocation**
- C) **Welcome Visitors**
- D) **Public Hearing - Adoption of the Final 2013-2014 Millage and Budget**                      Bob Clemons
- E) **2013-2014 Comprehensive Student Progression Plan:**                      Dr. Patrick Wnek
- F) **Approval of Minutes of August 20, 2013 Board Meeting**
- G) **Consent Agenda**

**1. GENERAL ITEMS:**

- a) Employee Status
- b) Illness-In-The-Line-of-Duty Leave Requests
- c) Professional Leave Requests
- d) Student Trip Requests
- e) Administrative Services:
  - 1. Contracts and/or Agreements
    - a. 2013-2014 NEFEC Virtual Instruction Program (VIP) Services for Homebound Education
- f) Instructional Services:
  - 1. Contracts and/or Agreements
    - a. 2013-2014 3<sup>rd</sup> Party Contract for tutoring services – Victory Christian Academy
- g) Recommendations
- h) Family Medical Leave Requests

**2. FINANCE:**

- a) General Fund Budget Summary Info as of August 2013
- b) Annual Financial Report for FYE 2012/2013

- H) **Superintendent's Comments / Recommendations**
- I) **Board Member Comments**

**PERSONS DESIRING TO APPEAL ANY ACTION OF THE BOARD MAY BE REQUIRED  
BY FLORIDA STATUTES TO PROVIDE VERBATIM TRANSCRIPT OF SAID ACTION**

**Consent Agenda  
September 3, 2013  
6:00 p.m.**

**1) GENERAL ITEMS:**

**a) Employee Status:**

1. Patricia Pelt, BES Teacher Aide, resignation from employment to **participate in DROP**, beginning September 1, 2013, and ending August 31, 2018.
2. Equilla Cox, JBES Custodian, *resignation for retirement*, effective December 31, 2013.
3. Jacqueline Thompson, WHS Food Service Worker, *resignation* effective September 3, 2013.

**b) Illness-In-Line-Of-Duty Leave Requests:**

1. Harriet James, WHS Custodian, August 13, 2013 (3.0 hours).

**c) Professional Leave Requests:**

1. Teresa Pinder, District Local Assistive Technology Specialist (LATS), paid by LATS project #40290F2014:  
September 15(pm) – 17, 2013, Environ. Communications Training for PK and CC, Daytona  
September 18(pm) and 19, 2013, FDLRS Region 3 Mtg, Viera  
September 23 and 24, 2013, R-Lats Duties Flagler County, Bunnelle and Palm Coast
2. Kathryn M. Lawrence, District STEM Coordinator, September 30(pm) – October 1, 2013, Central Florida Assessment Collaborative Meeting, Orlando, paid from RTTT project #4340100814.
3. John Lott, BMHS Principal, September 26 and 27, 2013, FL Partnership Leadership Colloquium, Tallahassee, all expenses paid FL Partnership, no cost to Board.
4. Laura Brown, District Coordinator PreK and Student Services, September 30 – October 2, 2013, St. Petersburg, expenses paid from project #42412F2014.
5. Josine Burgman, CHS Teacher, July 29 – August 1, 2013, AP Workshop Spanish Language and Culture, U So FL, expenses paid RTTT project #4340100814.

**d) Student Trip Requests:**

1. FFA Chapter Presidents' Conference, September 7 and 8, 2013, Daytona Beach, advisor's expenses paid from project #15300, all other expenses paid internal account as follows:

**CMHS** Matthew Detloff and Dallas Locke, Joelene Vining chaperone, 4 students, 1 county van  
**CKS** Dennis Voyles, 4 students, 1 private vehicle

2. CMHS Football Team, August 30, 2013, Taylor High School, Pierson, FL, Coach Aaron Richardson, Cody Montgomery, Kyle Parnell, Greg Brochetti, Colby Brock, 25 students, commercial carrier – BUS, expenses paid by the Quarter Back Club (internal account) no cost to Board.

**e) Administrative Services:**

1. Contracts and/or Agreements:

- a. 2013-2014 Contract #731-14-025 Attachment #14-025-A49 with NEFEC to provide Virtual Instruction Program (VIP) services for Homebound Education, commencing August 7, 2013 and ending June 30, 2014.

**f) Instructional Services:**

1. Contracts and/or Agreements:

- a. 2013-2014 Third-Party Agreement with Eden Garden Lake Educational Services to provide supplemental educational services to Vision Christian Academy, a participating Title I Private School, commencing on September 3, 2013 and ending on May 30, 2014.

**g) Recommendations:**

- 1. The following personnel recommendations for reappointment for the 2013-2014 school year. (\* Continuing contract (CC) teachers are listed for informational purposes only. Category 1 relates to teachers with 0-3 years of experience; Category 2 teachers with 4+ years of experience; Category 3 teachers who require intensive support, pending effective or highly effective evaluation).

<b>CHIEFLAND MIDDLE HIGH SCHOOL</b>		
<b>Employee Name</b>	<b>Job Description</b>	<b>Recc</b>
<b>AMEND TO REMOVE:</b>		
Magwood, Andrew H.	Teacher, Welding, PT	Cat-2

- 2. Mercedes Nix, BES ESOL Teacher Aide, effective August 26, 2013, vacancy.
- 3. Britney A. Swink, WES Teacher, effective August 21, 2013, replacing A. Ryan Sullivan.
- 4. For the 2013-2014 school year, establish a CDE student position at BMHS, to maintain the school website, effective August 19, 2013 through the end of the school year, and the appointment of Abby Fallender and Christina Saunders working one period each as indicated by time cards, to fill the position.
- 5. For the 2013-2014 school year, establish 2 CDE student positions at CMHS, as follows:
  - 1. Offices – not to exceed 20 hours per week and approval of Alicia Charlton to fill position, beginning August 19, 2013 paid from General Fund
  - 2. Cafeteria / Food Service - not to exceed 15 hours per week and approval of Gregory “Jake” Marrall to fill position beginning August 27, 2013 paid from project #41000.
- 6. For the 2013-2014 school year, establish a CDE position at the District Office for clerical work and to work in the Title I Resource Lab beginning September 3, 2013 through June 6, 2014, for up to 20 hours per week as indicated by timecards and paid from Title I funds project #42412F2014, with approval of Kaitlyn Cates to fill the position.
- 7. For the 2013-2014 school year, establish an Instructional OPS Position at Joyce Bullock Elementary School to work with lower quartile and at-risk students in K-2 reading and math , effective September 30, 2013 and ending March 28, 2014, for 6.0 hours per day 5 days per week as indicated by timecards, paid from project #40241F2014.
- 8. For the 2013-2014 school year, establish a Non-Instructional OPS Position at Joyce Bullock Elementary School to work with lower quartile and at-risk students in K-2 reading and math , effective September 30, 2013 and ending March 28, 2014, for 4.0 hours per day 5 days per week as indicated by timecards, paid from project #40241F2014.
- 9. For the 2013-2014 school year, establish a CDE student position at BMHS, to work as an aide in the office, with working hours from 2:00 – 4:00 pm, Monday through Friday as indicated by timecards,

and the appointment of Melanie Febles to fill the position.

10. For the 2013-2014 school year, establish a CDE student position at WHS, to work as an aide in the attendance office, up to 20 hours per week as indicated by timecards, and the appointment of Kailey Ratliff to fill the position.
11. For the 2013-2014 school year, establish a CDE student food-service position at WES, to work as an aide in the Cafeteria, up to 20 hours per week as indicated by timecards, and the appointment of Uniquia Mitchell to fill the position.
12. Shanno A. Dukes, BMHS 6 month OPS Position, effective August 19, 2013, position approved by the Board June 4, 2013.
13. Darron T. Wilson, WHS Teacher, effective September 4, 2013, replacing James Smith.
14. For the 2013-2014 school year, establish two (2) Instructional OPS positions at Chiefland Middle High School to work with students during the school day in reading and math, effective September 9, 2013, math position not to exceed 136 hours as indicated by timecards and reading position not to exceed 317 hours as indicated by timecards, paid from project #40241F2014.

**h) Family Medical Leave Request:**

1. Deborah Burgman, WMS Custodian, August 19 through September 6, 2013.

**2) FINANCE:**

- a) Financial Statement as of August 2013
- b) Approval of the Annual Financial Report for FYE 2012-2013 with supporting schedules and notes, and the Annual School District Program Cost Report for 2012-13. All originals to be submitted to the Department of Education, Office of Funding and Financial Reporting, by September 11, 2013. Copies will be available at the Board Meeting for review by Board Members.
- c) Budget Amendments #19A and #19B as of June 30, 2013.