

SUWANNEE COUNTY SCHOOL BOARD  
PUBLIC HEARING  
December 15, 2020

AGENDA

Call to Order –5:55 p.m.

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

- #2.16 Prohibiting Discrimination, Including Sexual and Other Forms of Harassment (*Revised*)
- #3.06 Safe and Secure Schools (*Revised*)
- #3.30 Automatic External Defibrillators (*Revised*)
- #4.181 Exertional Heat Illness (*New*)
- #5.101 Bullying and Harassment (*Revised*)
- #5.105 Dating Violence and Abuse (*Revised*)

Adjourn

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SUWANNEE COUNTY SCHOOL BOARD  
REGULAR MEETING  
December 15, 2020

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by Suwannee Riverside Elementary

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

The Superintendent recommends approval to adopt the Agenda.

The Superintendent recommends approval of the Consent Agenda.

### CONSENT AGENDA

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

1. The Superintendent recommends approval of the following Minutes:  
(pgs. 6-21)

|                   |                          |
|-------------------|--------------------------|
| November 10, 2020 | - Workshop Session       |
|                   | - Special Meeting        |
| November 17, 2020 | - Reorganization Meeting |
|                   | - Regular Meeting        |

2. The Superintendent recommends approval of the monthly financial statement for November 2020.
3. The Superintendent presents the following bills for the period November 1-30, 2020:

**General Checking Account**

|  |    |                 |
|--|----|-----------------|
| General Fund 1000                        | \$ | 456,567.84      |
| LCIF Fund 3200                           |    | 72,072.79       |
| Spec Act Revenue Bond 3210               |    | 64,076.00       |
| Food Service Fund 4100                   |    | 128,269.58      |
| Federal Fund 4200                        |    | 84,571.02       |
| Elem & Sec School Emerg Relief Fund 4410 |    | 10,655.65       |
| Other Cares Act Relief Fund 4420         |    | <u>2,642.43</u> |
|  | \$ | 818,855.31      |

**Payroll Checking Account**

|  |                 |
|--|-----------------|
| General Fund 1000                        | \$ 3,293,911.67 |
| Food Service Fund 4100                   | 147,763.02      |
| Federal Fund 4200                        | 359,183.40      |
| Elem & Sec School Emerg Relief Fund 4410 | 10,929.96       |
| Other Cares Act Relief Fund 4420         | <u>3,281.81</u> |
|  | \$ 3,815,069.86 |
| <b><u>Total</u></b>                      | \$ 4,633,925.17 |

4. The Superintendent recommends approval of the following budget amendments for fiscal year 2020-2021:

|                |             |                         |
|----------------|-------------|-------------------------|
| <u>General</u> | <u>LCIF</u> | <u>Special Revenues</u> |
| I-5            | III-4       | IV-5 (Federal)          |

5. The Superintendent recommends approval of the following contract/agreement for the 2020-2021 school year: (RENEWAL)

#2021-82      Engagement Agreement between Rumberger, Kirk, and Caldwell P.A. and Suwannee County School District for legal services (Note: The original Engagement Agreement was reviewed and approved by legal counsel, Guy Norris, Columbia County School Board Attorney [at that time], and there are no substantive changes to the renewal.) (*Renewal*) (pgs. 22-26)

6. The Superintendent recommends approval of the following student transfers for the 2020-2021 school year. Parents will provide transportation.

District Reassignment:

| FIRST NAME | LAST NAME    | TO       | FROM     | GRADE |
|------------|--------------|----------|----------|-------|
| Shaylynn   | Keith        | Suwannee | Columbia | K     |
| Kase       | Wetherington | Suwannee | Hamilton | 3     |

Zone Reassignment:

| FIRST NAME | LAST NAME | TO  | FROM      | GRADE |
|------------|-----------|-----|-----------|-------|
| Kaylee     | Allen     | BES | Riverside | K     |

7. Expulsions/Suspensions

- a. **Case #2020-03:** The Superintendent recommends expulsion of the student through the remainder of the 2020-2021 school year.  
(*Final Action*)
- b. **Case #2020-05:** The Superintendent recommends extending suspension of the student until the case is placed on the agenda for final action. (*For informational purposes only.*)

8. Human Resources Transactions (pgs. 27-30)

REGULAR AGENDA

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

- #2.16 Prohibiting Discrimination, Including Sexual and Other Forms of Harassment (*Revised*)
- #3.06 Safe and Secure Schools (*Revised*)
- #3.30 Automatic External Defibrillators (*Revised*)
- #4.181 Exertional Heat Illness (*New*)
- #5.101 Bullying and Harassment (*Revised*)
- #5.105 Dating Violence and Abuse (*Revised*)

- 2. The Superintendent recommends approval of the following resolution for the 2020-2021 school year: (NEW)

- #2021-06R HB 969 Resolution Supporting Affordable and Reliable High-Speed Internet Throughout Florida (pgs. 31-32)

3. Comments from Student Ambassadors
4. Legal Counsel's Report
5. Superintendent's Report
6. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD  
WORKSHOP SESSION  
November 10, 2020

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 Ed daSilva, Tim Alcorn, Catherine Cason, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager.

Administrators and others present: Hunter Abercrombie (arrived at 10:04 a.m.), Jennifer Barrs, Jennifer Beach, Walter Boatright, Amy Boggus, Bill Brothers (arrived at 10:01 a.m.), Marsha Brown, Ethan Butts, Lisa Dorris, Janene Fitzpatrick, Debbie Godbold, Ronnie Gray, Angel Hill, Malcolm Hines, Terry Huddleston, Teri Jones (arrived at 10:00 a.m.), Mary Keen, Dee Dee McManaway, Kecia Robinson (arrived at 9:22 a.m.), Eric Rodriguez, Angie Stuckey, Marsha Tedder, Kelly Waters, Jimmy Wilkerson, Josh Williams, Kelli Williams, and Laura Williams. Julie Calvitt and Tyson Johnson, representatives from Arthur J. Gallagher & Company, were also present.

Chairman daSilva called the meeting to order, at 9:01 a.m., and led the pledge.

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

Mrs. Fitzpatrick provided information on the following:

- PowerPoint presentation regarding an update on the innovative academic option and configuration semester appeals process.
- Distributed and reviewed the draft school calendar for 2022-2023.
- PowerPoint presentation regarding an update on the Strategic Plan.

Self-Insured Health Insurance Update ..... Vickie DePratter/  
Arthur J. Gallagher & Company Representatives

Tyson Johnson provided a PowerPoint presentation on the District's Mid-Year Plan Review regarding our self-insured health insurance plan.

The workshop recessed at 10:53 a.m. and resumed at 12:00 p.m.

Policy Updates (pgs. 2-62).....Bill Brothers

Mr. Brothers provided updates on the following policies:

- #2.16 Prohibiting Discrimination, Including Sexual and Other Forms of Harassment (*Revised*)
- #3.06 Safe and Secure Schools (*Revised*)
- #5.101 Bullying and Harassment (*Revised*)
- #5.105 Dating Violence and Abuse (*Revised*)

Superintendent Update ..... Ted Roush

Mr. Roush reported on the following:

- Teachers of the Year and School Related Employees of the Year have been announced. Working on a venue and date for the Teacher of the Year Banquet.
- Announced that the District Principal of the Year is Laura Williams (SMS); and the District Assistant Principal of the Year is Hunter Abercrombie (SMS).
- Distributed and reviewed an updated SCSD Daily COVID-19 Status as of November 9, 2020, from the Suwannee County Health Department.
- Additional COVID-19 signage has been received; and is being distributed to each school and departmental sites throughout the District.
- Provided an update on the tabled item from the August 11, 2020, Special Meeting, regarding a proposed administrative salary schedule; this topic will be placed on a future workshop agenda for discussion.

### **Miscellaneous**

- Mr. daSilva asked for discussion on the book bag issue at Suwannee Middle School, which was brought up at last month's Board meeting. He asked to place this on a future workshop agenda for additional discussion. Mr. Taylor asked for comments from an administrative perspective. Discussion held regarding the possibility of developing a survey for parents regarding the matter. Mr. Roush stated that the matter would fall under Ethan Butts and Bill Brothers. Mr. Roush reiterated that if a student has a doctor's note stating that the book bag is causing medical issues for the student, then they are to be assigned a locker. Mr. Taylor asked that when we have the workshop discussion to please have other options available to help with the problem. Mr. Gray noted that, due to COVID, lockers could no longer be used; this is per the Department of Education.

- Mr. Alcorn asked that County Commissioners be invited to school functions like the one that Suwannee Riverside Elementary held recently honoring Veteran's Day.
- Board members thanked Ms. Cason for her dedication and service to our District over the last eight years.
- Mr. Roush announced that there was the need for an Executive Session after the Special Meeting today.
- Ms. Cason thanked everyone for their hard work; and she has enjoyed the last eight years as a School Board Member for the District.

The workshop adjourned at 1:09 p.m.

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Social to Honor School Board Member Catherine Cason  
1:00 p.m. – 1:45 p.m.



SUWANNEE COUNTY SCHOOL BOARD  
SPECIAL MEETING  
November 10, 2020

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 Ed daSilva, Tim Alcorn, Catherine Cason, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter and Administrative Secretary Karen Lager.

Chairman daSilva called the meeting to order at 1:40 p.m.

MOTION by Mr. Taylor, second by Ms. Cason, for approval to adopt the agenda.  
MOTION CARRIED UNANIMOUSLY

1. MOTION by Mr. Taylor, second by Mr. White, for approval of the Suwannee County School Board Internal Accounts Audit for fiscal year end June 30, 2020. MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 1:50 p.m.

SUWANNEE COUNTY SCHOOL BOARD  
REORGANIZATION MEETING  
November 17, 2020

MINUTES

The Suwannee County School Board held a Reorganization Meeting on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Tim Alcorn, Norman Crawford, Ed daSilva, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. Attorney Kayla Rady, with Rumberger, Kirk & Caldwell, P.A., sat in for School Board Attorney Leonard Dietzen, who was absent.

Superintendent Roush called the meeting to order at 5:30 p.m.

Superintendent Presiding

1. Election of School Board Officers to serve through November 2021.

Nomination by Mr. Taylor, second by Mr. White, for Mr. Alcorn to serve as Chairman through November 2021. MOTION CARRIED UNANIMOUSLY

Nomination by Mr. daSilva, second by Mr. Crawford, for Mr. Taylor to serve as Vice Chairman through November 2021. MOTION CARRIED UNANIMOUSLY

Chairman Presiding

2. Establishment of official meeting dates and times through November 2021.

MOTION by Mr. Taylor, second by Mr. daSilva, to continue holding regular monthly Board meetings on the fourth Tuesday of each month, at 6:00 p.m., at the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida, with the exception of the February and October 2021 regular monthly Board meetings, which will be held at Branford High School, Branford, Florida. MOTION CARRIED UNANIMOUSLY

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

Nomination by Mr. Taylor, second by Mr. Crawford, for Mr. daSilva to serve as the Small School District Council Consortium (SSDCC) School Board Designee for our District. MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 5:34 p.m.

SUWANNEE COUNTY SCHOOL BOARD  
REGULAR MEETING  
November 17, 2020

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 Tim Alcorn, Norman Crawford, Ed daSilva, Jerry Taylor, and Ronald White, along with Superintendent Ted Roush, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. Attorney Kayla Rady, with Rumberger, Kirk & Caldwell, P.A., sat in for School Board Attorney Leonard Dietzen, who was also absent.

School Resource Officer Barry Raulerson; and Student Ambassadors Morgan Larney and Isaac Mincks were also present.

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

Student remarks and pledge to the flag by Suwannee High School Beta Club student organization

Special Recognition by the Superintendent

**November – Parent/Family Engagement Month Recognition**

Kecia Robinson

**Outstanding Community Awareness**

Kelly Bradow, Branford High School Food Service Monitor

Dana Prince, Suwannee High School Food Service Worker/School Bus Driver

**Suwannee Middle School**

Alaira Handy, Student – Track and Field: Ranked 4<sup>th</sup> in the Nation as a 6<sup>th</sup> Grader for the 2019-2020 School Year

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. Taylor, for approval to adopt the Agenda.  
MOTION CARRIED UNANIMOUSLY

MOTION by Mr. Taylor, second by Mr. daSilva, for approval of the Consent Agenda, along with the following two changes on Item #12:

- Page 42, under Suwannee Middle School, Cheryl Latham, Food Service Workers, should be 3 hour, instead of 6 hour
- Page 43, under Miscellaneous, Luwanna Hill, should be LeWanda Hill

MOTION CARRIED UNANIMOUSLY

### CONSENT AGENDA

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

1. Approval of the following Minutes: **(pgs. 7-31)**

- |                  |  |
|------------------|--|
| October 13, 2020 | - Workshop Session   |
|                  | - Special Meeting  |
| October 27, 2020 | - Level III Union Grievance Hearing (held before the School Board) |
|                  | - Public Hearing   |
|                  | - Regular Meeting  |

2. Approval of the monthly financial statement for October 2020.

3. The following bills for the period October 1-31, 2020:

**General Checking Account**

|                                 |    |            |
|---------------------------------|----|------------|
| General Fund 1000               | \$ | 707,355.89 |
| LCIF Fund 3200                  |    | 19,854.88  |
| Spec Act Revenue Bond Fund 3210 |    | 101,072.00 |
| Food Service Fund 4100          |    | 183,974.59 |

|  |                 |
|--|-----------------|
| Federal Fund 4200                        | 163,324.88      |
| Elem & Sec School Emerg Relief Fund 4410 | 22,847.46       |
| Other Cares Act Relief Fund 4420         | <u>5,663.48</u> |
|  | \$ 1,204,093.18 |

**Payroll Checking Account**

|  |                 |
|--|-----------------|
| General Fund 1000                        | \$ 3,190,355.06 |
| Food Service Fund 4100                   | 149,612.17      |
| Federal Fund 4200                        | 356,416.33      |
| Elem & Sec School Emerg Relief Fund 4410 | 10,366.82       |
| Other Cares Act Relief Fund 4420         | <u>5,228.77</u> |
|  | \$ 3,711,979.15 |

**Total** \$ 4,916,072.33

4. Approval of the following budget amendments for fiscal year 2020-2021:

|                |             |                         |
|----------------|-------------|-------------------------|
| <u>General</u> | <u>LCIF</u> | <u>Special Revenues</u> |
| I-4            | III-3       | IV-1 (ESSER)            |
|                |             | IV-4 (Federal)          |
|                |             | IV-4 (Food Service)     |

5. Approval of the following contract/agreement for the 2020-2021 school year: (RENEWAL) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

#2021-79 Clinical Education Agreement between NF Suwannee, LLC d/b/a Suwannee Health Care Center, Live Oak, Florida and the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs (*Renewal/Revised*) (pgs. 32-38)

6. Approval to accept the following donated item:

|             |                         |                 |
|-------------|-------------------------|-----------------|
| <u>Site</u> | <u>Item</u>             | <u>Donor</u>    |
| BHS         | Cash Donation (\$3,000) | Pilgrim's Pride |

7. Approval of an out-of-state field trip for Suwannee High School (SHS) NJROTC students, and parent chaperones, to attend the National Rifle Match in Anniston, Alabama, December 4-5, 2020. *(Funded by the NJROTC Fundraising Account.)*

8. Presented for informational purposes out-of-state travel for the following employee:

| <u>Name</u>    | <u>Site</u> | <u>Date</u> | <u>Reason</u>               | <u>Destination</u> |
|----------------|-------------|-------------|-----------------------------|--------------------|
| Patrick Dawson | SHS         | 12/4-5/2020 | NJROTC National Rifle Match | Anniston, AL       |

*(Funded by the NJROTC Fundraising Account.)*

9. Approval of the following form:

#7200-097 Fixed Asset Form *(Revised)* (pg. 39)

10. Approval of the following student transfer for the 2020-2021 school year. Parents will provide transportation.

District Reassignment:

| <u>FIRST NAME</u> | <u>LAST NAME</u> | <u>TO</u> | <u>FROM</u> | <u>GRADE</u> |
|-------------------|------------------|-----------|-------------|--------------|
| Addison           | Helton           | Suwannee  | Lafayette   | 8            |

11. Expulsions/Suspensions

- a. **Case #2020-01:** The Superintendent recommends expulsion of the student through the remainder of the 2020-2021 school year and all of the 2021-2022 school year. *(Final Action)*
- b. **Case #2020-02:** The Superintendent recommends expulsion of the student through the remainder of the 2020-2021 school year. *(Final Action)*
- c. **Case #2020-03:** The Superintendent recommends extending suspension of the student until the case is placed on the agenda for final action. *(For informational purposes only.)*
- d. **Case #2020-04:** The Superintendent recommends extending suspension of the student until the case is placed on the agenda for final action. *(For informational purposes only.)*

12. Human Resources Transactions (pgs. 40-44)

**PERSONNEL CHANGES APPROVED:**

**RECOMMENDATIONS FOR THE 2020-2021 SCHOOL YEAR:**

**RECOMMENDATIONS: INSTRUCTIONAL:**

District Office:

Tamara Williams, Staffing Specialist, effective February 1, 2021

REPLACES: Elizabeth Johnston

RIVEROAK Technical College:

Cynthia Frye, Teacher, effective November 1, 2020

REPLACES: Lawanna Zimmermann

**SUPPLEMENTARY:**

| <u>Employee Name</u> | <u>Position</u>                   | <u>Location</u>      |
|----------------------|-----------------------------------|----------------------|
| Daycia Bandy         | Girls' Assistant Basketball Coach | Suwannee High School |
| Daycia Bandy         | Girls' Assistant Track Coach      | Suwannee High School |
| *Kaila Dalton        | Varsity Assistant Softball Coach  | Suwannee High School |
| Kyler Hall           | Head JV Football Coach            | Suwannee High School |
| Daniel Marsee        | Assistant JV Football Coach       | Suwannee High School |

*\*Pending certification*

**RETIREMENT: NON-INSTRUCTIONAL/SCHOOL RELATED:**

Suwannee High School:

Jan Schenck, Paraprofessional, effective May 28, 2021

**RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:**

Branford Elementary School:

Heather Lewis, Food Service Monitor, effective October 27, 2020

Branford High School:

Brenda Raulerson, Custodian, effective October 30, 2020

REPLACES: Devontaye Thomas

Kathleen Wilson, Food Service Monitor, effective October 14, 2020

REPLACES: Cheryl Latham

Facilities:

Jeffery Prescott, Maintenance Man II, effective November 9, 2020

REPLACES: Lawrence Jelks



RIVEROAK Technical College:

Damien Rickett, Custodian, effective November 9, 2020

REPLACES: Dustin Smith

Suwannee Middle School:

Cheryl Latham, Food Service Worker, 3 hour, effective October 14, 2020

REPLACES: RoseMerry Bell

Leslie Ramsey, School Receptionist, effective December 1, 2020

REPLACES: Carla Williams

Transportation:

Caleb Jones, Bus Driver, effective November 4, 2020

REPLACES: Ernestine Riley

**RETIREMENT:**

Suwannee High School:

Douglas Aukerman, Security Guard, effective January 4, 2021

**RESIGNATIONS:**

Suwannee Middle School:

Taylor Farrar, Food Service Monitor, effective October 26, 2020

Transportation Department:

Amanda Colon, Bus Driver, effective October 28, 2020

Taylor Farrar, Substitute Bus Attendant, effective October 26, 2020

Vadarian Robinson, Bus Driver, effective October 26, 2020

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

Facilities:

Kevin Williams, Maintenance, September 25, 2020 through January 20, 2021

*With the option of returning sooner if permitted by his doctor*

Levi McCall, Maintenance, October 21, 2020 through October 30, 2020

*With the option of using the remainder of the 12 weeks intermittently as needed*

Suwannee Pineview Elementary:

Stephanie Pinkard, Custodian, October 13, 2020 through November 27, 2020

*With the option of returning sooner if permitted by her doctor*

Transportation:

Sheila Rowden, Bus Driver, effective November 2, 2020 through January 4, 2021

*With the option of returning sooner if permitted by her doctor*

**LEAVE OF ABSENCE (MEDICAL):**

Suwannee Middle School:

Jarvis McClain, Custodian, October 9, 2020 through November 27, 2020

Suwannee Pineview Elementary:

Pattie Nixon, School Nurse, November 16, 2020 through January 4, 2021

**MISCELLANEOUS:**

Approval for the following to work as a paraprofessional or teacher in the 21<sup>st</sup> Century Program:

LeWanda Hill

Approval for the following to work October 30, 2020 for retirement purposes:

Nannette Kimbro

Approval for the following to work up to, but not to exceed, an additional 200 hours for the remainder of the 2020-2021 school year, providing funding is available through the Immigrant Grant:

Juanita Torres

**SUBSTITUTES:**

The following to serve as Substitute Bus Driver:

Toni Phillips

The following to serve as Substitute Bus Attendant:

Tami McDurmon

**VOLUNTEERS:**

Josephine Bednarczyk  
Shon Brackin  
Joy Brett  
Blair Bullock  
Scott Cain  
William Cannon  
Teresa Colvin  
Charles Conley  
Dawn Conley  
Virginia Crews  
Kasey Crider  
Sammie Cross

Ashley Davis  
Julia Demark  
Christine Demoss  
Jordan Esco  
April Fernandez  
Ashley Figueredo  
Dawn Hall  
Jessica Hastings  
Deshara Hines  
William Hogan  
Gaylia Howard  
Jennifer Hudson

Charlie James  
Briana Jones  
Richard Jordan  
Kristen Kirby  
Cherie Kirkland  
Trannie Lacquey  
Annette Lopez  
Yamilka Lopez  
Sara Marangoni  
Josie March  
Ashtyn Marsee  
John Martz

Kristy McManaway  
Shasmin Montogue  
Traci Nissley  
Thad Nobles  
Morgan North  
Karen Ann Norton  
Kasey Oliver  
Erika Pepper  
James Pinkard  
Stephanie Pinkard  
Sheila Pittman

Cristi Prevatt  
John Puckey  
Haley Raines  
Julissa Ramos  
Eva Rust  
Amy Sansouci  
Yvonne Scott  
Jose Segura  
Rebekah Shaw  
Dale Simpson  
Nayla Soules

Tylyn Stansel  
Justin Stout  
George Stover  
Jennifer Taylor  
Timothy Taylor  
Jennifer Temes  
Timothy Topping  
Marilyn Utz-Salsberry  
Jerri Webb  
Linda Webb

**End of List  
2020-2021  
School Year**

## REGULAR AGENDA

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

- #2.16 Prohibiting Discrimination, Including Sexual and Other Forms of Harassment (*Revised*) (pgs. 45-72)
- #3.06 Safe and Secure Schools (*Revised*) (pgs. 73-79)
- #5.101 Bullying and Harassment (*Revised*) (pgs. 80-98)
- #5.105 Dating Violence and Abuse (*Revised*) (pgs. 99-105)

### MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. daSilva, second by Mr. White, for approval of the following changes to be made to the purchasing cards issued through First Federal Bank of Florida:
  - a. Cancel the existing card for the Personnel Department in the amount of \$5,000 (Card #X4193)
  - b. Cancel the existing card for the Facilities Department in the amount of \$5,000 (Card #X7980)
  - c. Issue a new card for Ethan Butts, Facilities Department, in the amount of \$5,000
  - d. Cancel the existing card for Catherine Cason, Suwannee County School Board Member, in the amount of \$1,500 (Card #X4185)
  - e. Issue a new card for Norman Crawford, Suwannee County School Board Member, in the amount of \$1,500

### MOTION CARRIED UNANIMOUSLY

3. Comments from Student Ambassadors
  - Morgan Larney and Isaac Mincks reported all was going well and welcomed new School Board Member Norman Crawford.

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

5. Superintendent's Report

- Distributed and reviewed an updated SCSD Daily COVID-19 Status Report, as of November 17, 2020, received from the Suwannee County Health Department.
- Distributed an updated map of the District Office, which included names for each office.
- Wished everyone a safe and Happy Thanksgiving.

6. Issues and concerns Board members may wish to discuss

- Board members shared the following:
  - Welcomed new School Board Member Norman Crawford.
  - Expressed their appreciation to Mr. daSilva for his leadership as Board Chairman over the last two years.
  - Welcomed Mr. Alcorn as the new Board Chairman.
  - Expressed their appreciation to our two employees for helping to find the elderly woman who was missing in our community.
  - They wished everyone a Happy Thanksgiving.
- Mr. White shared that the BHS FFA Fall Round-Up was held last night, and he purchased a cake on behalf of the Board and Superintendent.
- Mr. Taylor noted that in 30 plus years, this is the first time there has been all male Board members, which made for a historic evening.
- Mr. Crawford stated he was grateful to be able to serve as a School Board Member to serve our students.
- Mr. daSilva expressed his congratulations to Mr. Roush and Mr. Taylor for being re-elected.
- Mr. Alcorn expressed his thanks to Mrs. Tillman regarding her comments earlier in the meeting thanking the District for all they are doing to protect the students and employees during COVID-19 times.

The meeting adjourned at 6:34 p.m.

**Rumberger|Kirk**

Leonard J. Dietzen  
Attorney  
Rumberger, Kirk, & Caldwell, P.A.  
Attorneys at Law  
101 North Monroe Street  
Suite 120  
Tallahassee, Florida 32301

Phone: 850.222.6650  
Fax: 850.222.8783

ldietzen@rumberger.com  
www.rumberger.com

December 3, 2020

Tim Alcorn, Chair  
Suwannee County School District  
1740 Ohio Avenue, South  
Live Oak, FL 32064

Re: Suwannee County School ---Board Attorney Contract

Dear Mr. Alcorn:

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

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

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

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

Orlando  
Miami  
Tallahassee  
Tampa  
Birmingham

December 3, 2020

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of the Board, when specifically requested by the Board, Superintendent or an Assistant Superintendent.

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

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

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

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

These rates are subject to review and adjustment by mutual agreement in December 2020 and every December thereafter so long as RKC is serving as School Board Attorney.

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

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

The Board will reimburse RKC for annual dues and assessments actually paid for the Attorney's membership in The Florida School Board Attorneys Association and The

December 3, 2020

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National Council of School Board Attorneys. Such membership fee reimbursement requests shall be submitted with the Basic Services invoice.

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

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

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

7. Contract Term. The contract term for the services as School Board Attorney to be performed by RKC will commence on January 1, 2021, and conclude on December 31, 2021, subject to the right of the Board to terminate such services on thirty (30) days written notice to RKC, and subject to renewal for successive one-year terms upon specific approval by the Board at each December Regular Board Meeting.

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

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

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

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

11. Subsidiaries, Parents and Affiliates. RKC represents the entity identified in the first paragraph of this letter. RKC represents many entities, some of which may be



December 3, 2020

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related, subsidiary, parent or affiliated entities. Furthermore, from time to time, the entity may be sold, acquired or transferred, creating a new set of related, subsidiary, parent or affiliated organizations. RKC adheres to the applicable Bar rules regarding such entities. Therefore, please provide an ongoing list of entities which may be related, affiliated, parents or subsidiaries of your entity so RKC does not inadvertently find itself in a conflict of interest which may compromise RKC's ability to represent your entity.

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

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

(THE REMAINING PAGE IS INTENTIONALLY LEFT BLANK)

School Board Chair  
December 3, 2020  
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IN WITNESS WHEREOF, the parties have set their hands and seals to this Agreement on this \_\_\_\_\_ day of December, 2020.

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

School Board of Suwannee County, Florida

\_\_\_\_\_  
Witness Signature

By \_\_\_\_\_  
Tim Alcorn  
Chair

\_\_\_\_\_  
Type or Print Name of Witness

\_\_\_\_\_  
Witness Signature

ATTEST \_\_\_\_\_  
Ted Roush  
Superintendent

\_\_\_\_\_  
Type or Print Name of Witness

\*\*\*\*\*

Rumberger, Kirk & Caldwell, P.A.

\_\_\_\_\_  
Witness Signature

BY \_\_\_\_\_  
Leonard J. Dietzen, III  
Florida Bar No. 0840912

\_\_\_\_\_  
Type or Print Name of Witness

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Type or Print Name of Witness

**JERRY TAYLOR**  
DISTRICT 1  
**CATHERINE CASON**  
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

## MEMORANDUM

**TO:** Ted L. Roush, Superintendent of Schools  
**FROM:** Walter Boatright, Director of Human Resources *WB*  
**DATE:** November 30, 2020  
**RE:** Human Resources Transactions for December 15, 2020  
Regular Meeting

### RECOMMENDATION:

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

**SUWANNEE COUNTY SCHOOL DISTRICT**

*"Suwannee County School District will be a system of excellence ensuring all students are prepared for personal success."  
A Fully Accredited School System-SACS CASI, an Accrediting Division of AdvancED • Equal Opportunity Employer*

**SUWANNEE COUNTY SCHOOL BOARD**  
**Human Resources Transactions**  
**December 15, 2020**

**TO:** District School Board of Suwannee County

**FROM:** Ted Roush / pro  
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 2020-2021 SCHOOL YEAR:**

**RECOMMENDATION: ADMINISTRATIVE:**

Suwannee Virtual School:

Lisa Garbett, Interim Coordinator of Virtual School, effective November 16, 2020

REPLACES: Karen Braun

**RETIREMENT INSTRUCTIONAL:**

Suwannee High School:

James Sellers, Teacher, effective June 1, 2021

Suwannee Pineview Elementary:

Veronica Daquila, Teacher, effective January 4, 2021

**RESIGNATION INSTRUCTIONAL:**

Branford High School:

Jerrica Byrd, Teacher, effective November 30, 2020

**RECOMMENDATION: INSTRUCTIONAL:**

Branford High School:

Matthew Yancey, Teacher, effective November 20, 2020

REPLACES: Cynthia Frye

Suwannee Pineview Elementary:

Jennifer Wooley, Guidance Counselor, effective February 1, 2021

REPLACES: Tamara Williams

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

Suwannee Middle School:

Kimberly Boatright, teacher, February 25, 2020 (2.5 hrs.) and November 4, 2020 (4 hrs.) for a total of 6.50 hours

**LEAVE OF ABSENCE (MATERNITY):**

Suwannee Pineview Elementary:

Emily Goss, Teacher, effective January 4, 2021 through May 28, 2021

**MISCELLANEOUS:**

Approval for Joann Barton to work additional hours as a teacher in the 4th Grade After School Reading Program:

**SUPPLEMENTARY:**

| <u>Employee Name</u> | <u>Position</u>                   | <u>Location</u>        |
|----------------------|-----------------------------------|------------------------|
| Travis Arnold        | Head JV Softball Coach            | Branford High School   |
| Whitney Dubose       | Head Middle School Softball Coach | Branford High School   |
| Amanda Mabey         | Head Girls' Soccer Coach          | Suwannee Middle School |
| Stephen Morgan       | Assistant Swim Coach              | Suwannee High School   |
| *Gina Nardiello      | Assistant Girls' Basketball Coach | Suwannee Middle School |
| Letavian Philpot     | Assistant Boys' Basketball Coach  | Suwannee Middle School |
| Abigail Rodriguez    | Assistant Band Director           | Suwannee High School   |
| *Bryan Wainwright    | Head Wrestling Coach              | Suwannee Middle School |
| Alex Walker Sory     | Head JV Softball Coach            | Suwannee High School   |

\*Pending certification

**RETIREMENT: NON-INSTRUCTIONAL/SCHOOL RELATED:**

Suwannee High School:

Kathy Aukerman, Administrative Secretary, effective August 2, 2021

**RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:**

Suwannee Middle School:

Cathy Reed, Food Service Monitor, effective November 30, 2020

REPLACES: Taylor Farrar

Janice Thompson, Food Service Monitor, effective November 30, 2020

REPLACES: Vadarian Robinson

Maritza Torres, Paraprofessional, effective December 1, 2020

REPLACES: Leslie Ramsey

Suwannee Pineview Elementary:

Billie Jo Vann, Custodian (Temporary) effective November 13, 2020

REPLACES: Vernita Reed

Loretta Polite, Custodian (Temporary) effective November 10, 2020

REPLACES: Stephanie Pinkard

Suwannee Riverside Elementary:

Daycia Bandy, Paraprofessional, effective November 18, 2020

REPLACES: Tramane Carwise

Suwannee Springcrest Elementary:

Clifford Shearer, Custodian, effective November 23, 2020

REPLACES: Damien Rickett

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

Facilities:

Levi McCall, Groundsman, November 2, 2020 through January 29, 2021

*With the option to return sooner if released by his doctor*

Suwannee Pineview Elementary:

Stephanie Pinkard, Custodian, September 18, 2020, September 21, 2020 through October 30, 2020, and November 3, 2020 through December 4, 2020

Suwannee Riverside Elementary:

Jody Ellison, Custodian, December 1, 2020 through February 19, 2021

*With the option to return sooner if released by his doctor*

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

Transportation:

Amber Mathis, Bus Driver, September 14, 2020 (4 hrs.), October 30, 2020 (4 hrs.), November 13, 2020 (4 hrs.), November 16, 2020 (2 hrs.) and November 20, 2020 (2 hrs.) for a total of 16 hours

**SUBSTITUTES:**

The following to serve as Substitute Bus Attendants:

Alacia Gray

Crystal Mindedahl-Braden

Mary Noble

**VOLUNTEERS:**

Brittany Broughton

Michael McCartney

Nathan Broughton

Patrick Osborne

Rachel Derringer

Heather Sabourin

Lorena Gardner

Caroline Suggs

Kimberly Hammock

Laura Welch

Logan Hurst

**End of List  
2020-2021  
School Year**

**HB 969 RESOLUTION  
SUPPORTING AFFORDABLE AND RELIABLE HIGH-SPEED INTERNET  
THROUGHOUT FLORIDA**

**WHEREAS**, reliable and affordable high-speed internet access is essential for Floridians to be prosperous and meet today's challenges; and

**WHEREAS**, the absence of access to reliable and affordable high-speed internet service prevents communities from achieving the high quality of life that is considered a fundamental component for educational and economic success; and

**WHEREAS**, the absence and/or lack of high-speed internet:

- hinders the ability for all school children to have access to educational opportunities;
- hinders access to telemedicine to improve health outcomes for its residents, and to provide access without demanding travel and transportation;
- hinders the ability for rapid communication between the public and law enforcement agencies;
- hinders the ability for communities to maintain and expand business opportunities, stimulate job growth; and
- hinders the ability to engage in innovative technologies that are required for a vibrant economy.

**WHEREAS**, the Florida Legislature recently passed House Bill (HB) 969 creating an Office of Broadband, within the Department of Economic Opportunity, requiring the creation of a strategic plan that has goals and strategies for increasing the use of broadband internet service in the state; and

**WHEREAS**, it is imperative that the strategic plan be based on accurate and up-to-date mapping and the internet access needs of the public and private sector; and

**WHEREAS**, the National Association of Counties has developed "Test It!", an easy to use mapping tool that can be used to assess availability of internet, and

**WHEREAS**, in order to meet the goal of universal access to high-speed internet, it will be necessary to determine what the private providers need to provide affordable and reliable connectivity in sparsely located areas, and the support necessary to address issues of sparse populations and to provide expanded internet services, and engage governmental entities at the federal, state, and local level in order to be successful.

**NOW THEREFORE, BE IT RESOLVED** by the members of the Suwannee County School Board as follows:

- Section 1.** That the Suwannee County School Board hereby supports the State of Florida, the Department of Economic Opportunity, in the effort to achieve access to reliable and affordable high-speed internet access to every household and business throughout the State of Florida.
- Section 2.** That the Suwannee County School Board will assist the State Office of Broadband by participating, as needed, in meeting the obligations of HB 969, including providing information, assistance in mapping efforts, and supporting other such efforts that will lead to enhanced access to affordable, reliable high-speed internet services throughout the State of Florida.
- Section 3.** This Resolution shall become effective immediately upon adoption.

**APPROVED and ADOPTED**, by the Suwannee County School Board, on the 15<sup>th</sup> day of December 2020.

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Tim Alcorn, Chairman

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ATTEST: Ted L. Roush,  
Superintendent of Schools