SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
July 26, 2016

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by Branford High School

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

The Superintendent recommends approval to adopt the Agenda.

The Superintendent recommends approval of the Consent Agenda.

CONSENT AGENDA

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

1. The Superintendent recommends approval of the following Minutes: **(pgs. 7-36)**

June 14, 2016	Workshop Session
	Special Meeting
June 28, 2016	Workshop Session
	Expulsion Issues Hearing (Private)
	Public Hearing
	Regular Meeting

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

3. The Superintendent presents the following bills for the period June 1-30, 2016:

General Fund		
#162232 - 162255	$	438,936.93
#162351 - 162866		2,996,597.41
Electronic Fund Transfers		3,383,340.87
	$	6,818,875.21
Federal Fund		
#48169 - 48184	$	49,927.16
#48242 - 48353		235,857.67
Electronic Fund Transfers		250,490.81
	$	536,275.64
Food Service Fund		
#30648 - 30659	$	20,640.14
#30676 - 30792		302,175.09
Electronic Fund Transfers		244,550.56
		$567,365.79
2.0 LCIF		
#7364 - 7388	$	950,864.85
Electronic Fund Transfers		409.90
	$	951,274.75

4. The Superintendent recommends approval of the following budget amendments for fiscal year 2015-2016:

General	LCIF	Special Revenues
I-12	III-11	IV-12 (Federal)
		IV-12 (Food Service)

5. The Superintendent recommends approval for disposal of property as per the attached Property Disposition Form dated July 26, 2016. **(pgs. 37-38)**

6. The Superintendent recommends approval of the following contracts/agreements for the 2016-2017 school year: (RENEWAL) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2017-63	Suwannee County School Board Cooperation Agreement for Student Teaching and Clinical Experiences, 2016-2017 Academic Years, between Bethune-Cookman University and the Suwannee County School Board (*Renewal*) **(pgs. 39-43)**
#2017-64	Northwest Regional Data Center (NWRDC) Contract between the Northwest Regional Data Center and Suwannee County School Board (*Renewal*) **(pgs. 44-56)**

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

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Chris	Beasley	Columbia	Suwannee	12
Chris Deona	Beasley	Columbia	Suwannee	10
Colin	Broome	Columbia	Suwannee	10
Bethany	Brown	Columbia	Suwannee	12
Dalton	Carver	Columbia	Suwannee	12
Mylic	Fernandez	Columbia	Suwannee	3
Emily	Flugrath	Columbia	Suwannee	8
Zachary	Flugrath	Columbia	Suwannee	11
Aubree	Funkhouser	Columbia	Suwannee	1
Rylee	Funkhouser	Columbia	Suwannee	3
Keagan	Gamble	Lafayette	Suwannee	7
Kreston	Gamble	Lafayette	Suwannee	1
Zoie	Hatch	Columbia	Suwannee	6
Austin	Knowles	Alachua	Suwannee	9
Kymber	Lawson	Lafayette	Suwannee	1
Sophia	Miller	Columbia	Suwannee	11

FIRST NAME	LAST NAME	TO	FROM	GRADE
Madison	Minnich	Columbia	Suwannee	11
Matthew	Minnich	Columbia	Suwannee	9
Emily	Quinones	Columbia	Suwannee	8
Joel	Quinones	Columbia	Suwannee	5
Leslie	Quinones	Columbia	Suwannee	12
Evan	Rolerson	Columbia	Suwannee	2
Marcus	Rolerson	Columbia	Suwannee	4
Peyton	Romano	Columbia	Suwannee	2
Brandon	Thompson	Columbia	Suwannee	12
Brooklyn	Weaver	Columbia	Suwannee	K
JyiQuan	Akins	Suwannee	Hamilton	7
JyLian	Akins	Suwannee	Hamilton	1
Arianna	Clay	Suwannee	Hamilton	3
Cassidy	Cribbs	Suwannee	Hamilton	9
Trevor	Eddings	Suwannee	Columbia	11
Matthew	Gookins	Suwannee	Hamilton	9
Johan	Hernandez	Suwannee	Lafayette	7
Jonathan	Hernandez	Suwannee	Lafayette	8
Savannah	Howell	Suwannee	Hamilton	8
William	Howell	Suwannee	Hamilton	12
KeShawn	Jones	Suwannee	Hamilton	8
Steven	Jones	Suwannee	Hamilton	12
Patrick	Kennedy	Suwannee	Columbia	4
Victoria	Marshall	Suwannee	Columbia	9
Kaden	McKire	Suwannee	Hamilton	5
Mary	McKire	Suwannee	Hamilton	9
Jacob	Pittman	Suwannee	Hamilton	8
Morgan	Pittman	Suwannee	Hamilton	2
Marissa	Riels	Suwannee	Lafayette	7
Miranda	Riels	Suwannee	Lafayette	7
Charles	Robarts III	Suwannee	Lafayette	11
Ariana	Shanes	Suwannee	Hamilton	K

FIRST NAME	LAST NAME	TO	FROM	GRADE
Tracey	Shanes	Suwannee	Hamilton	5

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Wyatt Brody	Lane	BES	SES	2

REGULAR AGENDA

Assistant Superintendent of Administration – Ted Roush:

1. The Superintendent recommends approval of revisions to the 2016-2017 Suwannee County School District Student Conduct and Discipline Code for all elementary and secondary schools. (A copy is available for review in the office of the Assistant Superintendent of Administration.) **(pgs. 57-58)**

Director of Federal Programs – Lila Udell:

2. The Superintendent recommends approval of the District English Language Learners (ELL) Plan for the 2016-2019 school years. (A copy of the plan is available in the office of the Director of Federal Programs, and in the office at each school site.) **(pgs. 59-60)**

Director of Human Resources – Dr. Bill Brothers:

3. The Superintendent recommends approval of the following form:

   #7200-133 Instructional Pre-Contract Conditional Offer of Employment Form (*New*) **(pgs. 61-63)**

4. The Superintendent recommends approval of the additions and revisions to the 2016-2017 Master In-Service Plan developed by North East Florida Educational Consortium (NEFEC) (A copy of the entire plan is available for review in the office of the Director of Human Resources.) **(pgs. 64-67)**

5. The Superintendent recommends approval of the 2016-2017 Minority Teacher Recruitment Plan. (A copy is available for review in the office of the Director of Human Resources.) **(pg. 68)**

6. The Superintendent recommends approval of the Suwannee County School District 2015-2016 Annual Update to the Florida Educational Equity Act Plan. (A copy is available for review in the office of the Director of Human Resources.) **(pg. 68)**

7. Personnel Changes List **(pgs. 69-76)**

School Board Attorney – Leonard Dietzen:

8. Legal Counsel's Report

Superintendent of Schools – Jerry Scarborough:

9. Superintendent's Report

School Board Members:

10. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
June 14, 2016

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Ed daSilva, Catherine Cason, Jerry Taylor, and Julie Ulmer, along with School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. School Board Member Ronald White arrived at 9:28 a.m. (Note: Mrs. DePratter sat in for Superintendent Jerry Scarborough who was absent.)

Administrators and others present: Dr. Bill Brothers, Mark Carver, Janene Fitzpatrick, Chris Landrum, Susan Moffat (arrived at 9:13 a.m.), and T.J. Vickers. Dianne Westcott was also present.

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

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

Mrs. Fitzpatrick provided an update for the Assistant Superintendent of Instruction Department as follows:

- FCAT and FSA Comparison of Scores 2016
- Learning Gains/School Grades
- 21st Century Grant Renewal
- Sustainable Educator Evaluation and Compensation (SEEC) Grant
- Teacher Support Colleague (TSC) Schedules

Assistant Superintendent of Administration..... Ted Roush
- Student Conduct and Discipline Code for 2016-2017 **(pgs. 2-39)**

Mrs. Fitzpatrick reviewed the proposed changes to the Student Conduct and Discipline Code Handbook for 2016-2017. Discussion followed regarding *Section III: Policies Governing Student Behavior* pertaining to the Social Media Policy section. Consensus of the Board, and on the advice from Mr. Dietzen, was to pull #C.5.-Social Media Policy; strike the word "policy" from #2, #7, and #8; and change the title of Section III to Guidelines Governing Student Behavior.

Discussion followed regarding adding the word "flags" on Page 18, under Dress Code, #4.a. Consensus of the Board, and on the advice from Mr. Dietzen, was to delete "flags."

Transportation Department Update..... Chris Landrum

Mr. Landrum provided an update for the Transportation Department as follows:

- CHAMPS
- Referrals
- Immediate Suspension Violations
- Status of New School Buses

Facilities Department Update..... Mark Carver

Mr. Carver provided an update for the Facilities Department as follows:

- Custodial Supplies Bid
- BES Entrance
- SHS Entrance
- RTC – Radio Shack
- SES Entrance
- SHS Intercom
- BHS Science Technology Building
- Various Summer Projects

The workshop adjourned at 11:44 a.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
June 14, 2016

MINUTES

The Suwannee County School Board met in Special Session on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, FL. School Board members present were Chairman Ed daSilva, Catherine Cason, Jerry Taylor, Julie Ulmer, and Ronald White, along with School Board Attorney Leonard Dietzen, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. (Note: Mrs. DePratter sat in for Superintendent Jerry Scarborough who was absent.)

Chairman daSilva called the meeting to order at 11:53 a.m.

MOTION by Ms. Cason, second by Mrs. Ulmer, for approval to adopt the agenda. MOTION CARRIED UNANIMOUSLY

Director of Elementary and Early Childhood Education – David Campbell:
(Presented by Assistant Superintendent of Instruction – Janene Fitzpatrick)

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

#2017-54	State of Florida Statewide School Readiness Provider Contract between the Early Learning Coalition of Florida's Gateway and Suwannee County School District (*Renewal*) **(pgs. 2-36)**
#2017-55	State of Florida Statewide Voluntary Prekindergarten Provider Contract between the Early Learning Coalition of Florida's Gateway and Suwannee County School District (*Renewal*) **(pgs. 37-54)**

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 11:55 a.m.

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
June 28, 2016

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 702 – 2nd Street, NW, Live Oak, Florida. School Board members present were Chairman Ed daSilva and Jerry Taylor, along with Superintendent Jerry Scarborough, Chief Financial Officer Vickie DePratter, and Administrative Secretary Karen Lager. School Board Member Julie Ulmer arrived at 12:32 p.m. School Board Member Catherine Cason arrived at 12:34 p.m. School Board Attorney Leonard Dietzen arrived at 12:38 p.m. School Board Member Ronald White arrived at 12:40 p.m.

Administrators and others present: Walter Boatright, Dr. Bill Brothers (arrived at 12:45 p.m.), Lisa Dorris, Janene Fitzpatrick, Chris Landrum, Sherry Peppers, Ted Roush, Elizabeth Simpson, Lila Udell, T.J. Vickers, and Josh Williams (arrived at 2:00 p.m.).

Chairman daSilva called the meeting to order at 12:30 p.m.

Federal Budgets for 2016-2017 ..... Walter Boatright/Lisa Dorris/ Janene Fitzpatrick/Elizabeth Simpson/Lila Udell

The following proposed federal budgets for 2016-2017 were presented:

- Food Service .....Lisa Dorris
- 21st Century Program .....Janene Fitzpatrick
- IDEA .....Elizabeth Simpson

The workshop recessed at 1:35 p.m. and resumed at 1:51 p.m.

Mrs. DePratter distributed and reviewed the Proposed 2016-2017 Budget and Trim Calendar.

The remainder of the proposed federal budgets for 2016-2017 were presented as follows:

- Perkins Grants ..... Walter Boatright
- Federal Programs Department ..... Lila Udell

FERPA Training..... Elizabeth Simpson

Mrs. Simpson presented a PowerPoint regarding Family Educational Rights and Privacy Act (FERPA) Training.

Substitute Pay ..... Dr. Bill Brothers/Vickie DePratter

Dr. Brothers and Mrs. DePratter distributed and reviewed a handout regarding substitute pay comparisons of various school districts in our area. Discussion followed regarding an increase in substitute pay. Mr. daSilva asked Mrs. DePratter to bring a proposed recommendation back regarding pay increases for substitutes. Mr. Scarborough stated this item would be on the July 12, 2016, Workshop Agenda for further discussion.

Miscellaneous

Mr. daSilva stated he would be meeting with Koby Adams, Representative Porter's Legislative Assistant, this week to discuss potential help with funding for the Radio Shack building.

The workshop adjourned at 3:52 p.m.

SUWANNEE COUNTY SCHOOL BOARD
PUBLIC HEARING
June 28, 2016

MINUTES

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

School Resource Officer Arthur Robinson was also present.

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

Director of Human Resources – Dr. Bill Brothers:

1. Final review of additions and revisions to the Suwannee County School Board Policy Manual as follows: (Copies are available for review in the office of the Director of Human Resources.) **(pg. 11)**

#5.101	Bullying and Harassment (*Revision*)
#6.16	Substitute Teachers (*Revision*)
#6.37	Professional Ethics (*Revision*)
#6.40	Violation of Local, State, and/or Federal Laws (*Revision*)
#7.121	Antifraud (*Revision*)
#8.12	Purpose and Functions of the Transportation Department (*Revision*)

Chairman daSilva called for comments or questions regarding the additions and revisions to the Suwannee County School Board Policy Manual and there were none.

The hearing adjourned at 5:57 p.m.

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
June 28, 2016

MINUTES

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

School Resource Officer Arthur Robinson was also present.

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

Student remarks and pledge to the flag by RIVEROAK Technical College SkillsUSA student organization

Special Recognition by the Superintendent:

- Weekend Food Backpack Program
  - Union Baptist Church – Pastor Danny Humphries (Representatives: Harriett Knighton, Bea Lynch, and Naomi Stamper)

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 Mrs. Ulmer, second by Ms. Cason, for approval to adopt the Agenda, along with the Agenda Addendum. MOTION CARRIED UNANIMOUSLY

MOTION by Mrs. Ulmer, second by Ms. Cason, for approval of the Consent Agenda. Mr. Taylor pulled Item #6 for discussion/information purposes. 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. 12-53)**

May 10, 2016	Workshop Session
	Special Meeting
	Expulsion Issues Hearing (Private)
May 24, 2016	Workshop Session (General Fund Budget for 2016-2017)
	Regular Meeting

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

3. The following bills for the period May 1-31, 2016:

General Fund		
#162007 - 162231	$	1,589,331.05
#162256 - 162350		143,373.61
Electronic Fund Transfers		3,508,241.28
	$	5,240,945.94
Federal Fund		
#48094 - 48168	$	194,350.88
#48184 - 48241		15,334.93
Electronic Fund Transfers		398,990.94
	$	608,676.75
Food Service Fund		
#30581 - 30647	$	249,055.88
#30660 - 30687		317,054.90
Electronic Fund Transfers		133,591.63
	$	699,702.41
2.0 LCIF		
#7341 - 7363	$	198,649.88
Electronic Fund Transfers		563.88
	$	199,213.76

4. Approval of the following budget amendments for fiscal year 2015-2016:

General	LCIF	Special Revenues
I-11	III-10	IV-11 (Federal)
		IV-11 (Food Service)

5. Approval for disposal of property as per the attached Property Disposition Form dated June 28, 2016. **(pgs. 54-55)**

6. Approval of the following contracts/agreements for the 2016-2017 school year: (RENEWAL) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2017-53 North East Florida Educational Consortium (NEFEC) 2016-2017 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. 56-70)**

- NEFEC Resolution
- NEFEC Main Contract #731-17-051
- NEFEC Instructional Services Program, Attachment #17-051-A1 to Contract #731-17-051 (Janene Fitzpatrick, Designee)
- NEFEC Building Code Administrator, Attachment #17-051-A27 to Contract #731-17-051 (Mark Carver, Designee)
- NEFEC Human Resource Management Network, Attachment #17-051-A43 to Contract #731-17-051 (Bill Brothers, Designee)

#2017-56 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida, and ED-TRAKK, Inc. (*Renewal*) **(pgs. 71-83)**

#2017-57 Virtual Instruction Provider Agreement between Edgenuity, Inc. and Suwannee County School Board (*Renewal/Revised*) **(pgs. 84-103)**

#2017-58	Memorandum of Understanding between Florida Virtual School and Suwannee County School Board for all students within the Blended Learning Community (*Renewal*) **(pgs. 104-108)**
#2017-59	Florida Virtual School Franchise Agreement for State of Florida School District between the Board of Trustees of the Florida Virtual School and Suwannee County School Board (*Renewal*) **(pgs. 109-143)**
#2017-60	Memorandum of Understanding between Florida Virtual School and Suwannee County School Board for all students within the Virtual Learning Lab (*Renewal*) **(pgs. 144-147)**
#2017-61	Fuel Education (FuelEd) Contract between Suwannee County Schools and K12 Florida LLC (*Renewal*) **(pgs. 148-163)**
#2017-62	Dual Enrollment Articulation Agreement between the District Board of Trustees of North Florida Community College and the District School Board of Suwannee County (*Renewal/Revised*) **(pgs. 164-202)**

7. Approval of the RIVEROAK Technical College fees for the 2016-2017 school year: **(pgs. 203-204)**

Tuition Fees

Resident – Adult Job Preparatory	$2.44 per clock hour
Non-Resident – Adult Job Preparatory	$9.78 per clock hour
Resident – Continuing Workforce Education	100%
Adult Education	$30 per term or $45 per half year

Financial Aid Fees
10% of the student Tuition Fees

Capitalization Improvement Fees
5% of the student Tuition Fees

Technology Fees
5% of the student Tuition Fees

8. Approval of the following grant/allocation applications: **(pg. 205)**

   a. Adult Education and Family Literacy Adult Basic Education Grant 2016-2017 in the amount of $108,816
   b. Carl Perkins Postsecondary Grant 2016-2017 in the amount of $54,696
   c. Carl Perkins Secondary Grant 2016-2017 in the amount of $80,488
   d. Carl Perkins Rural and Sparsely Populated Grant 2016-2017 in the amount of $47,758
   e. English Literacy/Civics Grant 2016-2017 in the amount of $28,639

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

   District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Gavin	Allison	Columbia	Suwannee	2
William	Allison	Columbia	Suwannee	4
Lindsey	Barnhart	Columbia	Suwannee	4
Joshua	Boyette	Columbia	Suwannee	12
Terry Lee	Bryant	Columbia	Suwannee	4
Jeremy	Calhoun	Columbia	Suwannee	4
Shakera	Calhoun	Columbia	Suwannee	7
Hayden	Engskow	Columbia	Suwannee	2
Skyler	Engskow	Columbia	Suwannee	6
Jayce	Fike	Lafayette	Suwannee	2
Cade	Frier	Columbia	Suwannee	3
Camdon	Frier	Columbia	Suwannee	5
Matthew	Frier	Columbia	Suwannee	11
Kaydence	Gardner	Columbia	Suwannee	K
Santiago	Gonzalez	Columbia	Suwannee	PK
Jordan	Herring	Columbia	Suwannee	1
Joleene	Kauffman	Columbia	Suwannee	2
Taylor	Kauffman	Columbia	Suwannee	K
Austin	Knowles	Columbia	Suwannee	9

FIRST NAME	LAST NAME	TO	FROM	GRADE
Kamdyn	Kvistad	Columbia	Suwannee	12
Alena	Ledford	Columbia	Suwannee	6
Ariana	Ledford	Columbia	Suwannee	1
William	Ledford	Columbia	Suwannee	3
Daylon	Lumpkin	Columbia	Suwannee	8
DeSean	Mathews	Columbia	Suwannee	3
Darren	Mathews Jr.	Columbia	Suwannee	9
Jakob	North	Columbia	Suwannee	7
Dylin	Reeves	Columbia	Suwannee	K
Callahan	Register	Columbia	Suwannee	10
Jordan	Smith	Columbia	Suwannee	3
Addyson	Teasley	Columbia	Suwannee	2
Hayley	Touchton	Columbia	Suwannee	9
Matthew	Vickers	Columbia	Suwannee	11
Xavier	Viodanoff	Columbia	Suwannee	4
Anthony	Woolsey	Columbia	Suwannee	4
Sarabeth	Adams	Suwannee	Hamilton	10
Colton	Allen	Suwannee	Lafayette	8
Harrison William	Ambrose V	Suwannee	Columbia	K
John	Coker Jr.	Suwannee	Lafayette	6
Briana	Cornwell	Suwannee	Columbia	11
Dallas	Frierson	Suwannee	Lafayette	8
Ellie	Frierson	Suwannee	Lafayette	4
William	Frierson	Suwannee	Lafayette	11
Halleigh-Ray	Harris	Suwannee	Columbia	7
Jayson	Harris	Suwannee	Lafayette	6
Frank	Kalamon	Suwannee	Hamilton	K
Brianna	Lanier	Suwannee	Lafayette	10
Arianna	Morgan	Suwannee	Hamilton	3
Jayden	Morgan	Suwannee	Hamilton	2
Texas	Sherrell	Suwannee	Lafayette	6
Ella	Sullivan	Suwannee	Lafayette	5

FIRST NAME	LAST NAME	TO	FROM	GRADE
Hanna	Sullivan	Suwannee	Lafayette	10
Anna	Thompson	Suwannee	Columbia	K
Cason	Ward	Suwannee	Lafayette	3
Aubrey	Wood	Suwannee	Columbia	3
Barrett	Young	Suwannee	Lafayette	8
Braxton	Young	Suwannee	Lafayette	6

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Hunter	Hawthorne	BHS	SHS	10
Kyler	Williamson	BES	SES	2

REGULAR AGENDA

Chief Financial Officer – Vickie DePratter:

1. MOTION by Mrs. Ulmer, second by Ms. Cason, for approval to continue expenditures until approval of the final budget for the 2016-2017 fiscal year. **(pg. 206)** MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. Taylor, second by Mr. White, for approval of the following resolution for the 2015-2016 school year:

   #2016-08R Cafeteria Plan Resolution, Amended May 1, 2016 **(pgs. 207-249)**

   MOTION CARRIED UNANIMOUSLY

Assistant Superintendent of Administration – Ted Roush:

3. MOTION by Mr. Taylor, second by Mrs. Ulmer, for approval of the 2016-2017 Suwannee County School District Student Conduct and Discipline Code for all elementary and secondary schools **(pgs. 250-288)** MOTION CARRIED UNANIMOUSLY

Director of Facilities – Mark Carver:

4. MOTION by Mrs. Ulmer, second by Ms. Cason, for approval to award the following bid: **(pg. 289)**

   #17-204 Custodial Supply Bid – Ashford Services, Inc. (*New*)

   MOTION CARRIED UNANIMOUSLY

Director of Student Services – Elizabeth Simpson:

5. MOTION by Mrs. Ulmer, second by Mr. White, for approval of the following forms:

#5100-053	Severe Allergy Medical Management Plan (*Revised*) **(pgs. 290-292)**
#5100-062	ADHD Action Plan (*New*) **(pg. 293)**
#5100-063	Asthma Emergency Action Plan (*New*) **(pg. 294)**
#5100-064	Blank Emergency Action Plan (*New*) **(pg. 295)**
#5100-065	Cardiac Emergency Action Plan (*New*) **(pg. 296)**
#5100-066	Cystic Fibrosis Emergency Action Plan (*New*) **(pg. 297)**
#5100-067	Diabetes Emergency Action Plan (*New*) **(pg. 298)**
#5100-068	Dysmenorrhea Action Plan (*New*) **(pg. 299)**
#5100-069	Gatrostomy Tube Feeding Action Plan (*New*) **(pg. 300)**
#5100-070	Hemophilia Emergency Action Plan (*New*) **(pg. 301)**
#5100-071	Allergy Emergency Action Plan (*New*) **(pg. 302)**
#5100-072	Sickle Cell Emergency Action Plan (*New*) **(pg. 303)**
#5100-073	Traumatic Brain Injury Action Plan (*New*) **(pg. 304)**
#5100-074	Tracheostomy Emergency Action Plan (*New*) **(pg. 305)**
#5100-075	V/P Shunt Emergency Action Plan (*New*) **(pg. 306)**
#5100-076	Dehydration (Potential) Action Plan (*New*) **(pg. 307)**
#5100-077	Gastrointestinal Dysfunction Action Plan (*New*) **(pg. 308)**
#5100-078	Kidney/Urinary Dysfunction Action Plan (*New*) **(pg. 309)**
#5100-079	Headache Action Plan (*New*) **(pg. 310)**
#5100-080	Asthma Medical Management Plan (*New*) **(pg. 311)**

MOTION CARRIED UNANIMOUSLY

6. MOTION by Mr. Taylor, second by Mrs. Ulmer, for approval of the following personnel item for the 2016-2017 school year: **(pg. 312)**

   a. Add one Speech-Language Therapist position (*Funded by IDEA, Part B*)

   MOTION CARRIED UNANIMOUSLY

Director of Human Resources – Dr. Bill Brothers:

7. MOTION by Mrs. Ulmer, second by Ms. Cason, for approval of additions and revisions to the Suwannee County School Board Policy Manual as follows: (Copies are available for review in the office of the Director of Human Resources.) **(pg. 11)**

#5.101	Bullying and Harassment (*Revision*)
#6.16	Substitute Teachers (*Revision*)
#6.37	Professional Ethics (*Revision*)
#6.40	Violation of Local, State, and/or Federal Laws (*Revision*)
#7.121	Antifraud (*Revision*)
#8.12	Purpose and Functions of the Transportation Department (*Revision*)

   MOTION CARRIED UNANIMOUSLY

8. MOTION by Mrs. Ulmer, second by Ms. Cason, for approval of the Suwannee County School District's Employee Handbook for 2016-2017. **(pgs. 313-349)** MOTION CARRIED UNANIMOUSLY

ACTION ON THE AGENDA ADDENDUM:

#1. Personnel Changes List Addendum **(pg. A2-A3)**

Action on this item was taken along with Item #9 below on the Regular Agenda.

END OF AGENDA ADDENDUM FOR DR. BILL BROTHERS

9. MOTION by Mrs. Ulmer, second by Mr. White, for approval of the Personnel Changes List, along with the Personnel Changes List Addendum **(pgs. 350-362)** MOTION CARRIED UNANIMOUSLY

PERSONNEL CHANGES APPROVED:

RETIREMENTS: INSTRUCTIONAL:

Branford Elementary School:
Shirley Campbell, Teacher, effective August 9, 2016

Suwannee Elementary School:
Laurie Dunham, Teacher, effective August 9, 2016

Suwannee High School:
Randy Ethridge, Teacher, effective August 9, 2016
David Laxton, Teacher, effective August 9, 2016
Candyce Vickers, Teacher, effective August 9, 2016

Suwannee Intermediate School:
Debra Brown, Teacher, effective August 9, 2016
Susan Roush, Teacher, effective August 9, 2016
Katherine Wood, Teacher, effective August 9, 2016

Suwannee Middle School:
Cecil Ethridge, Teacher, effective August 9, 2016
Linard Johnson, Teacher, effective August 9, 2016
Daniel Robinson, Teacher, effective August 9, 2016

Suwannee Primary School:
Terrance Mixon, Teacher, effective August 9, 2016

RETIREMENTS: NON-INSTRUCTIONAL:

Transportation:
Elizabeth Ash, Bus Driver, effective April 30, 2016
Quinton Callum, Mechanic, effective May 31, 2016

RIVEROAK Technical College:
James Johnson, Head Custodian, effective May 31, 2016

RESIGNATIONS: INSTRUCTIONAL:

Branford Elementary School:
Joann Saunders, Teacher, effective August 9, 2016

Suwannee High School:
Stacey Smith, Teacher, effective June 27, 2016

Suwannee Elementary School:
Lana Lane, Teacher, effective August 9, 2016
Priscilla Woodward, Teacher, effective August 9, 2016

Suwannee Middle School:
Kaitlin Van Heusen, Teacher, effective August 9, 2016
Tasha Cockburn, Teacher, effective August 9, 2016
Tiffany Bellenger-Smith, Guidance Counselor, effective July 5, 2016

RESIGNATION: NON-INSTRUCTIONAL:

Suwannee Primary School:
Michael Fusco, Custodian, effective May 23, 2016

Facilities:
Susan Bolen, Crossing Guard, effective August 9, 2016

Transportation:
Tia Ginn, Bus Driver, effective August 16, 2016

RECOMMENDATIONS: INSTRUCTIONAL

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

RIVEROAK Technical College:
Melissa Francisco, Teacher, April 13 and 20, May 3 and May 16, 2016, for a total of 7 hours

SUPPLEMENTARY:

NAME	POSITION	LOCATION	REPLACES
Jeremy Ulmer	SkillsUSA	RTC	
Kim Thomas	Mentor	RTC	
Pam Poole	Mentor	RTC	
Patricia Sullivan	Mentor	RTC	
Melissa Francisco	Mentor	RTC	

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

LEAVE OF ABSENCE (MEDICAL):

Food Service:
Sarah Hatch, Food Service Worker, May 18 through June 3, 2016

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

Branford High School
Karen Tucker, Custodian, November 9 and 10, 2016, for a total of 16 hours

District:
Marilyn Sapp, Administrative Support Specialist, January 12, 2016, and April 25, 2016, for a total of 12 hours

Suwannee Primary School:
Rajan Maharash, Custodian, May 10 and 11, 2016, for a total of 13 hours

Rhonda Twilley, Paraprofessional, February 22, January 5, 6, 7, and 28, and April 14, 2016, for a total of 31 hours

Geraldine Thomas, Paraprofessional, September 28 and 29, 2015, for a total of 15 hours

SUSPENSIONS:

Food Service Department:
Lisa Fralick, Food Service Worker, May 26, 2016, without pay
Stephanie Whittington, Food Service Worker, May 26, 2016, without pay

TERMINATION:

Facilities Department:
Emery Scarborough, Maintenance Man, effective June 24, 2016

SUPPLEMENTARY:

NAME	POSITION	LOCATION	REPLACES
Marissa Lane	CDA	RTC	

TRANSFERS / REASSIGNMENTS:

NAME	FROM: SITE/POSITION	TO: SITE/POSITION	REPLACES	EFFECTIVE
David Daniels	SES / Custodian	SHS / Custodian	Robert George	6/07/2016
Robert George	SHS / Custodian	RTC / Custodian	Georgia Marsden	6/07/2016
James Larson	District / Custodian	RTC / Head Custodian	James Johnson	6/20/2016

End of List
2015-2016
School Year

SUMMER TERM 2015-2016

RECOMMENDATIONS: INSTRUCTIONAL:

Branford Elementary School:
Wynette Sumner, teacher, Summer Reading Camp

Branford High School:
Carl Manna, Dean of Students
Tim Clark, Teacher
Lura Sapp, Teacher, alternate

PAL Program:
Mary Kinard, Teacher
Sue Ratliff, Teacher

Suwannee Elementary School:
Pam Lewis Teacher, Summer Reading Camp
Sandra Winburn Teacher, Summer Reading Camp
Ona Robertson Teacher, Summer Reading Camp
Evelyn Arnold, Teacher, Summer Reading Camp
Lina Saleem, Teacher, Summer Reading Camp

Suwannee Middle School:
Alan Bonds, Dean, Credit Retrieval
Meri Harrell, Teacher, Credit Retrieval
Angela Hester, Teacher, Credit Retrieval
Melva Jackson-Batts, Teacher, Credit Retrieval
Mirian Venero, Teacher, Credit Retrieval

Suwannee High School:
Ronald Gray, Dean of Students
Perry Davis, Teacher
Becky Skipper, Teacher
Isaac Chandler, Teacher
Skyler Phillips, Teacher
Frank Allen, Teacher

Suwannee Virtual School:
Jeffrey Boatright, Teacher
Andrew Chapman, Teacher
Jaclyn Harris, Teacher
Vanessa Menhennett, Teacher
Sergio Rodriguez, Teacher
Kimberly Tuvell, Teacher
Mirian Vanero, Teacher
Angie Hester, Alternate Teacher

Suwannee Primary School:
Rebecca Monroe, Teacher, ESE extended year
Jenny Clark, Teacher, ESE extended year, alternate
Amy Allen, Teacher, ESE extended year, alternate
Elizabeth Vann, Teacher, ESE extended year, alternate
Jennifer Wooley, Teacher, VPK
April Greene, Teacher, VPK

Pamela Hastings, Teacher, VPK
Nancy Seale, Teacher, VPK

District Wide/21st Century:
The following to work as paraprofessional or teacher in the 21st Century Program:
Tracy Combee Carla Suggs

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Facilities Department:
Dylan Brown, Day Laborer
Bo Cameron, Day Laborer
Jeffery Clayton, Day Laborer
Matthew Ernst, Day Laborer
Devon Hingson, Day Laborer
Bryson Johnson, Day Laborer
Zachary Law, Day Laborer
Tyler McWatters, Day Laborer
Austin Murray, Day Laborer
Matthew Pennington, Day Laborer
Matthew Strickland, Day Laborer
Jayvis Ward, Day Laborer

Food Service Department:
Tara Spears, 4 hour Food Service Worker (alternate)

Migrant Program:
The following as paraprofessionals in the Migrant Program:
Jessica Melgar

PAL Program:
Brant Jessup, Paraprofessional

Suwannee Middle School:
Laritta Hunter, Paraprofessional, Credit Retrieval
Yoleydis Cartaya, Paraprofessional, Credit Retrieval Alternate
Amanda Bartley-Ramirez, Paraprofessional, Credit Retrieval Alternate

Suwannee High School:
Najahwan Dukes, Paraprofessional

Suwannee Primary School:
Patti Nixon, School Nurse, ESE extended year
Shun Reynolds, School Nurse, ESE extended year, alternate
Michelle Howard, School Nurse, ESE extended year, alternate
Tenlee DeLoach, CDA, Pre-K School Readiness
Amanda Kiser, CDA, Pre-K School Readiness

Transportation Department:
Inez Williams, Bus Driver
Teneshia Henderson-Pate, Bus Driver
Lynn Peaden, Bus Attendant
Mercedes Gervacio, Bus Attendant

End of List
Summer School
2015-2016

RECOMMENDATIONS 2016-2017 SCHOOL YEAR:

RECOMMENDATIONS: INSTRUCTIONAL:

District Wide/ Student Services:
Jennifer Beach, Teacher/TSA TSC, Probationary, effective August 9, 2016
REPLACES: Deanna Zastrow

Suwannee Elementary School:
Ellena Huston, Teacher, Probationary, effective August 9, 2016
REPLACES: Angela Miller

Mary Metz, Teacher, Probationary, effective August 9, 2016
REPLACES: Unfilled Position

Suwannee High School:
Belinda Fries, Teacher, Probationary, effective August 9, 2016
REPLACES: New Position

Rebecca Mowry, Teacher, Probationary, effective August 9, 2016
REPLACES: Position upgrade

Suzanne Wilson, Teacher, Probationary, effective August 9, 2016
REPLACES: Jenny Hurst

Elisa Hall, Teacher, Probationary, effective August 9, 2016
REPLACES: Lorena Urban

Sarah Trimm, Teacher, 12 month, Probationary, effective July 1, 2016
REPLACES: Mary Ward

Suwannee Intermediate School:
Kendra Crews, Teacher, Probationary, effective August 9, 2016
REPLACES: Kathy Wood

Melissa Horn, Teacher, Probationary, effective August 9, 2016
REPLACES: Debra Brown

Susan Zagorska, Teacher, Probationary, effective August 9, 2016
REPLACES: Lana Lane

Suwannee Middle School:
Trudy Benson, Teacher, Probationary, effective August 9, 2016
REPLACES: Danny Robinson

Suwannee Primary School:
Cierra Keen, Teacher, Probationary, effective August 9, 2016
REPLACES: Sarah Musgrove

CONTRACT RENEWALS:

ADMINISTRATIVE:	TERM:
Suwannee Middle School:	
John Olson, Assistant Principal	12
Transportation Department:	
Jimmy Cherry, Jr., Assistant Director of Transportation	12

ANNUAL:	TERM:
Branford Elementary School:	
Mya Sanders	10
Branford High School:	
Tim Clark	10
Courtney Jernigan	10
Suwannee Elementary School:	
Takesha Patrick	10
Shannon Rodriguez	10
Amy Williams	10
Suwannee High School:	
Myra Bell	10
Rebecca Mowry	10
Suwannee Primary School:	
Wendalyn Cordle	10
Suwannee Intermediate School:	
Summer Ely	10
Julie Griswold	10
Suwannee Middle School:	
Dana Drawdy	10
Patrice Parker	10
Dan Skelly	10

Professional Service Contract:

Branford High School: TERM:
Lynda McInnis 10

LEAVE OF ABSENCE (PERSONAL):

Branford Elementary School:
Amanda Clark, Teacher, August 9, 2016, through June 9, 2017, leave without pay

SUPPLEMENTARY:

NAME	POSITION	LOCATION	REPLACES
Derwin Bass	SkillsUSA	RTC	
Bob Makela	SkillsUSA	RTC	
Kim Thomas	SkillsUSA	RTC	
Patricia Sullivan	SkillsUSA	RTC	
Mona Kelly	SkillsUSA	RTC	
Joe Ragan	SkillsUSA	RTC	
Jeremy Ulmer	SkillsUSA	RTC	
Tom Shea	SkillsUSA	RTC	
Janie Maxwell	SkillsUSA	RTC	
June Guy	LPN Instructor	RTC	
Hilda Collins	LPN Instructor	RTC	
Darrell Curls	Head Varsity Girls' Soccer	SHS	J. Prevatt
Mary Check-Cason	Instructional Leadership	SMS	
Marlene Plympton	Instructional Leadership	SMS	
Daniel Skelly--	Instructional Leadership	SMS	
Robyn Bonds	Instructional Leadership	SMS	
Sarah Grillo	Instructional Leadership	SMS	
Jenny Clark	Instructional Leadership	SMS	
Kevin Lewis	Head Boys' Basketball	SMS	
Kevin Lewis	Girls' Track Coach	SMS	
Debra Kleinsmith	NJROTC	SHS	
Brad Scarborough	Head Football	SMS	
Jayvis Ward	Assistant Football	SMS	
Lee Laxton	Assistant Football	SMS	
Rayanna Johnson	Volleyball	SMS	
Logan Register	Head Wrestling	SMS	
Laritta Hunter	Cheerleading - Football	SMS	
Laritta Hunter	Cheerleading - Basketball	SMS	
Sarah Grillo	Girls' Soccer	SMS	

Jayvis Ward	Head Girls' Basketball	SMS
Kayla Roper	Softball	SMS
Andrew Chapman	Baseball	SMS
Bobby Horne	Assistant Baseball	SMS
Andrew Chapman	Athletic Director	SMS
Becky Skipper	Wellness Coordinator	District

TRANSFERS:

NAME	FROM: SITE/POSITION	TO: SITE/POSITION	REPLACES	EFFECTIVE
Leah Harrell	SHS Counselor	District/Teacher/TSC	A. Lundy	8/09/2016
Nancy Nielsen	BES Counselor	District/Counselor	New	7/01/2016
Ben Thomas	SES/ Teacher	SMS Teacher	C. Ethridge	8/09/2016
Michelle Thompson	SMS / Teacher	SHS/Teacher	M. Yancey	8/09/2016

PART-TIME/HOURLY EMPLOYEES:

ADULT EDUCATION

Robbin Chapman	ABE/GED Prep
Tracy Henderson	ABE/GED Prep
Angie Hester	ABE/GED Prep
Kathy Smith	ABE/GED Prep
Darryl Cannon	Adult Basic Education
Glenda Cranford	Adult Basic Education
Pam Poole	Chief GED Test Examiner
Phyllis Doty	ESOL
Sabrina Harrell	ESOL
Ann Warner	GED Test Proctor/TABE Test Examiner
Richard Allen	TABE Test Examiner
Ta-Trease Sapp	TABE Test Examiner

VOCATIONAL

David Barnes	Bus Driver Training
Pat Fleming	Bus Driver Training
Inez Williams	Bus Driver Training
Susan Morgan	Patient Care Technician/Practical Nursing/I.V. Therapy
Marissa Lane	Early Childcare Education/Paraprofessional
Greta Thornton	Nail Technician

COMMUNITY EDUCATION (Pending class enrollment)

Ann Warner	Beginning Computer
Marilyn Roberts	Business
Debbie Scott	Cake Decorating
Juanita Torres	Conversational Spanish

TRANSPORTATION

Debra Durden	Crossing Guard
James Newport	Crossing Guard
Lynne Otterbine	Crossing Guard
Amanda Williamson	Crossing Guard

MISCELLANEOUS:

Laura Roberts to work up to 10 hours for the development of an Education Plan (salary to be reimbursed by FDLRS Grant)

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Suwannee High School:
Keith Cherry, Paraprofessional, effective August 15, 2016
REPLACES: Anthony Jones

Transportation Department:
Linda Vanous, Bus Driver, effective August 15, 2016
REPLACES: Susan Holloway

TRANSFER/REASSIGNMENT:

NAME	FROM: SITE/POSITION	TO: SITE/POSITION	REPLACES	EFFECTIVE
Betty Riley	SPS / Pre-K Paraprofessional	SPS / Pre-K Lead	J. McCall	8/09/2016

SUPPLEMENTARY:

NAME	POSITION	LOCATION	REPLACES
Marissa Lane	CDA	RTC	
Ashley Kirby	CDA	RTC	
Virginia Crews	CDA	RTC	

SUBSTITUTE:

Transportation:
Robin Krause, Substitute Bus Attendant

End of List
2016-2017
School Year

PERSONNEL CHANGES LIST ADDENDUM

RECOMMENDATIONS: 2015-2016 SCHOOL YEAR
Revisions to the following effective dates of termination:

Debbie Mixon, June 7, 2016
Sarah Jacobson, June 7, 2016
Jacqueline Lees, June 4, 2016
Ernestine Riley, June 3, 2016
Sylvia Netter, June 25, 2016
Shirley Campbell, June 7, 2016
Laurie Dunham, June 7, 2016
Randy Ethridge, June 7, 2016
David Laxton, June 7, 2016
Candyce Vickers, June 7, 2016
Debra Brown, June 7, 2016
Susan Roush, June 7, 2016
Katherine Wood, June 7, 2016
Cecil Ethridge, June 7, 2016
Linard Johnson, June 7, 2016
Daniel Robinson, June 7, 2016
Terrance Mixon, June 7, 2016
Joann Saunders, June 7, 2016
Lana Lane, June 7, 2016
Priscilla Woodward, June 7, 2016
Kaitlin Van Heusen, June 7, 2016
Tasha Cockburn, June 7, 2016
Susan Bolen, June 3, 2016
Tia Ginn, June 3, 2016

SUPPLEMENTARY:

NAME	POSITION	LOCATION	REPLACES
Nancy Aul	Instructional Leadership	SHS	
Douglas Aukerman	Instructional Leadership	SHS	
Leah Harrell	Instructional Leadership	SHS	
Kelly Waters	Instructional Leadership	SHS	
Mandi Howard	Elementary Yearbook	BES	New
Lindy Meeks	Elementary Yearbook	SES	New
Natalie Haney	Elementary Yearbook (split)	SIS	New
Theda Roper	Elementary Yearbook (split)	SIS	New
Roberta Kuyrkendall	Elementary Yearbook	SPS	New
Elizabeth Howell	Middle School Yearbook	SMS	New
Andrew Chapman	Athletic Director	SMS	

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

Branford High School (correction)
Karen Tucker, Custodian, November 9 and 10, 2015, for a total of 16 hours

Suwannee Primary School (correction)
Rhonda Twilley, Paraprofessional, February 22, January 5, 6, 7, and 28, and April 4, 2016, for a total of 31 hours

End of List
2015-2016
School Year

SUMMER TERM 2015-2016

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Branford Elementary School:
Wendy Stines, Paraprofessional, Summer Reading Camp

Facilities Department:
Frank Smith, Day Laborer

End of List
Summer School 2015-2016

END OF PERSONNEL CHANGES LIST ADDENDUM

School Board Attorney – Leonard Dietzen:

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

Superintendent of Schools – Jerry Scarborough:

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

School Board Members:

12. Issues and concerns Board members may wish to discuss

- Mr. Taylor stated he felt that we need to look at the amount of work that is required by our insurance clerk position and see if it is feasible to add an additional position.

The meeting adjourned at 7:02 p.m.

SUWANNEE COUNTY SCHOOL BOARD

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JERRY A. SCARBOROUGH
Superintendent of Schools

JERRY TAYLOR
DISTRICT 1

CATHERINE CASON
DISTRICT 2

JULIE ULMER
DISTRICT 3

ED DA SILVA
DISTRICT 4

RONALD WHITE
DISTRICT 5

LEONARD J. DIETZENM, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Mark A. Carver, Director of Facilities

THRU: Ted Roush, Assistant Superintendent of Administration

DATE: July 13, 2016

RE: Agenda Item for July 26, 2016, Regular Board Meeting

RECOMMENDATION:

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

BACKGROUND:

Capitalized assets are obsolete or no longer serviceable.

PROPERTY RECORD #	ITEM DESCRIPTION	ORIGINAL PURCHASE PRICE	ORIGINAL PURCHASE DATE	COST CENTER	REQUESTED DISPOSITION
99000016	BUSH HOG	$ 1,585.00	Aug-96	FACILITIES	Surplus
99001325	PRESSURE WASHER	$ 2,281.50	Apr-01	FACILITIES	Surplus
99002775	2003 ASTRO VAN	$ 20,400.57	Mar-03	VOTECH-RIVEROAK	Surplus
	TOTAL	$ 24,267.07			

Requested By: 

MARK A CARVER,
DIRECTOR OF PROPERTY RECORDS

7/26/2016
DATE

APPROVED BY: _____
SUPERINTENDENT

_____
BOARD CHAIRMAN

SUWANNEE COUNTY SCHOOL DISTRICT

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JERRY A. SCARBOROUGH
Superintendent of Schools

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

JERRY TAYLOR
DISTRICT 1
CATHERINE CASON
DISTRICT 2
JULIE ULMER
DISTRICT 3
ED DA SILVA
DISTRICT 4
RONALD WHITE
DISTRICT 5
LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

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

DATE: July 7, 2016

RE: Agenda Item for the July 26, 2016, Regular Board Meeting

RECOMMENDATION:

Superintendent recommends approval of the following contract.

a. Contract # 2017-63 between Suwannee County School Board and Bethune-Cookman University. (RENEW)

BACKGROUND:

Student teaching and observation agreement between cooperating teacher and intern. The renewal contract has been approved by SCSB attorney, Leonard Dietzen.

SUWANNEE COUNTY SCHOOL BOARD
Cooperation Agreement for Student Teaching and Clinical Experiences
2016-2017 Academic Years

This agreement made and entered into this _____ day of _____, 2016, by and between Bethune-Cookman University, herein after referred to as the "University", and the Suwannee County School Board, herein after referred to as the "Board".

WHEREAS, the Board is committed to promoting growth in those who teach and to ever improving the quality of teaching, the Board recognizes that with this commitment comes the responsibility of training teachers new to the field.

WHEREAS, all teachers' first obligation is to their students, teachers also have a professional responsibility to enhance the craft of teaching itself. To that end, we will work in partnership with education programs approved by the Florida Department of Education to provide student teaching and other clinical experiences as stated herein.

Board Rights & Responsibilities

I. The Board shall work in cooperation with the University to provide field-based and clinical experiences accompanied by professional supervision and feedback from professionals who have demonstrated competence in classroom settings and meet all state requirements.
II. The Board shall place students in schools that have a sufficient number of interested and qualified supervising teachers through the process outlined in the Board's *Student Intern Placement Procedures.*
III. The Board shall have the authority to reject any intern and terminate the internship of any student when deemed to be in the best interest of the Board.
IV. The Board will include student interns under its liability program to the same extent accorded to certified teachers employed by the Board.
V. The Board shall abide by the terms outlined in the Board's *Student Internship Placement Procedures.*

University Rights & Responsibilities

I. The University shall assign a college faculty member or other appro*ved professional to serve as supervisor* of student interns in the Board; such person will be responsible for supervision of student interns on a regularly scheduled basis and serve as liaison between the Board and the University's students.
II. The University shall inform its students that the students shall be responsible for following the rules and regulations of the Board, including recognition of the confidential nature of information regarding pupils and their records.
III. All University students shall be required to complete the applicable security screening requirements of the Board, at the student's expense.
IV. University students shall not be considered as employees of the Board and are not covered by the Board's workers' compensation program, nevertheless, all University students shall comply with the rules and regulations of the Board while serving in the Board.
V. The University shall inform its student intern that they will not receive any compensation from the Board, nor will they receive any benefits provided by the Board to its employees.

VI. The University may offer tuition waivers to supervising teachers/administrators, but may not offer stipends to them, nor to their schools/departments.

VII. The University shall abide by the terms outlined in the Board's *Student Internship Placement Procedures*.

Confidentiality

The University shall render the services under this Agreement in accordance with all federal, state, and local laws, including, but not limited to, the Family Educational Rights and Privacy Act, Civil Rights laws, E-Verify, Florida Statutes, and Board of Education policies and procedures. The University further agrees it will indemnify and hold the Board, its agents, servants and successors harmless from any claims asserted against the Board arising out of the University violation of FERPA or a violation of the Board's policies and procedures, including for any costs and attorney's fees incurred by the Board in defending such claims. While performing services under this Agreement, the University agrees to refrain from harassment and discrimination on the basis of race, age, color, religion, sex, disability, marital status, ancestry or national origin.

Sovereign Immunity

Nothing contained in this Agreement is intended to serve as a waiver of sovereign immunity by any agency to which sovereign immunity may be applicable.

Term

The initial term of this Agreement shall be for a period not to exceed twelve (12) months, commencing on July 1, 2016 and ending June 30, 2017, 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.

Notices

When any of the parties desire to give notice to the other, such notice must be in writing, sent by U.S. Mail, postage prepaid, addressed to the party for whom it is intended at the place last specified; the place for giving notice shall remain such until it is changed by written notice in compliance with the provisions of this paragraph. For the present, the Parties designate the following as the respective places for giving notice:

If to SCSB: The Suwannee County School Board
c/o Jerry A. Scarborough, Superintendent
702 2nd Street, NW
Live Oak, FL 32064

Copy to: Mr. Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell
Attorney for Suwannee County School Board
215 S. Monroe Street, Suite 702
Tallahassee, FL 32301

Contractor: Bethune-Cookman University
640 Doctor May McLeod Bethune Blvd.
Daytona Beach, FL 32114

Governing Law and Venue

This Agreement shall be interpreted and construed in accordance with and governed by the laws of the State of Florida. Any controversies or legal problems arising out of this Agreement and any action involving the enforcement or interpretation of any rights hereunder shall be submitted to the jurisdiction of the State courts of the Third Judicial Circuit of Suwannee County, Florida.

Public Records

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

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first subscribed above.

Authorized Board Designee:	**Authorized University Designee:**
_____	_____
Ed daSilva, Chairman Suwannee County School Board	Signature
_____	_____
Jerry A. Scarborough, Superintendent Suwannee County Schools	Printed Name
386-647-4600 Phone	_____ Phone
_____ Date	_____ Date
jascarborough@suwanneeschools.org E-Mail Address	_____ E-Mail Address

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

EXHIBIT A

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

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

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

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

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

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

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

REQUEST FOR RECORDS RELATING TO DISTRICT'S CONTRACT FOR SERVICES

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

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

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

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

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Josh Williams, Director of Information Technology

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

DATE: June 28, 2016

RE: Agenda Item for the July 26, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of the following contract for the 2016-2017 school year:

2017-64 Contractual Agreement between Northwest Regional Data Center and Suwannee County School District (Renewal)

BACKGROUND:

In accordance with Suwannee County School Board's Technology Disaster Recovery Plan, we request to renew the contract with Northwest Regional Data Center to store student and staff information.

JRW/db

NWRDC™
Northwest Regional Data Center

Contract

By and Between

Northwest Regional Data Center

and

Suwannee County School District

Contract # NWRM0195

PROJECT: Mainframe Hosting
PM: Steve Menard

Contract # NWRM0195
V.1.0 CREATED 6.13.2016

Agreement Template 121614

CHANGE LOG

- V.1.0 04/01/2014 Created by Dianna Norwood

1. INTRODUCTION

1.1 Preamble

Northwest Regional Data Center, an auxiliary department of Florida State University governed per Section 1004.649 Florida Statutes, (hereinafter referred to as NWRDC) was established in 1972 to provide centralized computing support to public entities in a utility mode operation. NWRDC is self-funded through customer charges based on each Customer's actual use of NWRDC resources. Routine charges are calculated and invoiced to the appropriate account on the basis of full recovery of operating expenses for each fiscal year. NWRDC is governed by a Policy Board comprised of representatives of the customer community. In accordance with Section 1001.72, Florida Statutes, the Florida State University Board of Trustees, a public body corporate of the State of Florida, is the contracting authority that acts for and on behalf of the Florida State University and its auxiliary department NWRDC for this Agreement.

Suwannee County School District (hereinafter referred to as Customer) is a Public School District in the State of Florida with offices at 702 2nd Street NW, Live Oak, FL 32060.

NWRDC will provide Mainframe Hosting services further specified in the Statement of Work (SOW). The SOW (Attachment A) and Billing (Attachment B) are all incorporated herein by reference.

The purpose of this contract (also referred to as Agreement) is to describe and define the responsibilities of NWRDC and Customer. This Agreement acts as a Service Level Agreement (SLA) and specifies service levels acceptable to NWRDC and Customer. No services beyond those specifically listed in this Agreement should be inferred (including disaster recovery, business continuity, etc.)

1.2 Data Ownership

NWRDC is the caretaker and protector of Customer's data and in no instance does NWRDC assume ownership responsibilities over any of Customer's data. Customer is responsible for their own application software and the continuing support of that software, data and their customers.

1.3 Term and Termination

The services outlined in this Agreement will be provided to Customer for one (1) year with automatic one-year renewals, unless either party notifies the other in writing that they wish to discontinue the Agreement a minimum of 180 days before the termination date.

If NWRDC, as part of its necessary performance and service to Customer, has been required to purchase equipment, licenses and/or certificates as documented in either the Statement of Work (Attachment A) or an approved Change Order, Customer agrees to continue to be financially liable and responsible for the outstanding amount due for the equipment, the duration of the licenses and/or certificates, even though Customer has terminated the services of NWRDC.

Unless otherwise noted within this Agreement, all equipment, software, or other resources purchased by NWRDC in execution of this Agreement will remain the property of NWRDC upon the termination of the Agreement. Likewise, unless otherwise noted in this Agreement, all equipment, software, or other resources purchased by Customer in execution of this Agreement will remain the property of the Customer upon the termination of the Agreement.

1.4 Billing Methodology

Customer understands and agrees that the NWRDC Policy Board annually approves all rates to ensure NWRDC's cost recovery. All costs for the included SOW (Attachment A) are subject to the approved prevailing rate at the time the agreement becomes effective. During the term of the Agreement, Customer will be notified in writing of any approved rate changes affecting its services. Unless otherwise specified, by the NWRDC Policy Board, all rate changes shall become effective on July 1st of the year when they were approved. Customer's receipt of services after the effective date of any approved rate changes shall be deemed to be acceptance by the Customer of those rate changes without any further action by NWRDC or Customer.

NWRDC will send monthly invoices to Customer for the services detailed in Attachment B - Billing. Non-recurring charges will be billed on the first invoice after which they occur. Customer will be liable for any applicable taxes or tariffs associated with this Agreement, and hereby agrees to provide a certificate of tax exemption upon request. NWRDC and Florida State University, as a public entity of the State of Florida, is entitled to the benefits of sovereign immunity, including immunities from taxation.

In accordance with Section 215.422, Florida Statutes, and per Northwest Regional Data Center Collection Policy, as issued by the Northwest Regional Data Center Policy Board, all invoices are considered past due on the 40th day following the invoice date. All past due invoices shall bear interest at the rate provided pursuant to Section 55.03, Florida Statutes. Invoices that have to be returned to NWRDC because of NWRDC's preparation errors or disputes will result in a delay in the payment. The invoice payment requirements shall not start until a properly completed invoice is provided to Customer. Undisputed amounts are subject to NWRDC Collections Policy as previously stated in Section 1.4.

2. SERVICE LEVEL UNDERSTANDING

2.1 Availability

NWRDC services will be available an average uptime of 99.9% 24x7, 365 days a year, excluding scheduled maintenance. NWRDC has a standing maintenance window from 2:00AM. – 6:00AM every Monday morning. No scheduled maintenance will be performed during this window without prior customer notification. Scheduled maintenance will be posted on the NWRDC website (http://www.nwrdc.fsu.edu) as well as communicated to customers two weeks in advance. Emergency changes will be noticed as soon as possible.

NWRDC will not be responsible for any external service outages outside its control.

2.2 Hours of Operation & Support

Hours of operation and support availability vary depending on the service. General Support hours of operation are from 7:00 A.M. to 11:59 P.M. EST/EDT, Monday through Friday, excluding holidays. Emergency services are available by calling the main Computer Operations Office number, 850-645-3500, which is available on a 24 x 7 basis. Customer staff will be allowed physical access with NWRDC staff companion escort to their equipment located at NWRDC with appropriate advance notice and in accordance with NWRDC's prevailing security protocols.

Service Requests are assigned priority using the following criteria:

Group	Response Times – By Severity			
	1 – Critical	2 – High	3 – Medium	4 - Low
	The majority of Customers are experiencing a work stoppage of a mission critical function, application, platform, connection or environment that is interrupting the Customers' business.	A Customer is experiencing a partial failure of a supported function, application, platform, connection or environment that is disrupting the Customer's business.	A Customer is experiencing a reduced level of efficiency and performance of a supported function, application, platform, connection or environment that is impacting the Customer's business productivity.	A Customer has a functional (how-to) question they cannot answer through the PDC Services Desk or wants to submit a request for installation or change of service in their technical or physical environment.
Platform Support Group	30 Minutes	1 Hour	8 Business Hours	3 Business Days
Automatic Escalation to Platform Management	30 Minutes	1 Hour	2 Business Hours	4 Business Hours
Automatic Escalation to Second Level Management	30 Minutes	1 Hour	2 Business Hours	N/A
Automatic Escalation to Upper Level Management and notification sent to the PDC Executive Management	30 Minutes	1 Hour	4 Business Hours	N/A
Total Escalation Time	2 Hours	4 Hours	2 Business Days	3.5 Business Days

Issues of a critical or high severity as defined above should be reported by calling the main Computer Operations Office number, 850-645-3500.

2.3 Change Control

All changes to NWRDC facilities and shared services are governed by NWRDC's Change Control Policy (see http://www.nwrdc.fsu.edu/content/data-center-policies-and-procedures)

2.4 Security

NWRDC will provide physical security for systems housed in its facility. NWRDC will not be held responsible for any unauthorized access to Customer data incurred from the result of Customer security management.

Customer agrees to disclose the existence of all sensitive data and data that may fall under any state or federal guidelines (such as, but not limited to FERPA, HIPAA, PCI, etc.), which would require NWRDC to provide additional security measures. If the Customer does not disclose the existence of such data to NWRDC prior to execution of this Agreement, NWRDC will execute a Change Order with the Customer, as per section 3.1 of this Agreement, detailing the additional requirements and the

costs thereof for the service to be provided per this Agreement to come into compliance with the governing regulatory act(s).

2.5 Insurance Coverage

Customer is responsible for insurance coverage for all equipment and software owned by the Customer. NWRDC provides insurance coverage only for those items owned by NWRDC.

3. CHANGES AND MODIFICATIONS

3.1 Modifications to Agreement

If Customer requires resources or services in excess of those provided by NWRDC as of the date of this Agreement (the effective date), Customer will notify NWRDC of the specific equipment or services required to support the project. These changes will be documented through Change Orders, to be mutually agreed and approved in writing by NWRDC and Customer.

Any changes to the terms of service to this Agreement must be through Amendment that will include specific details, associated charges, and mutually agreed and approved in writing by NWRDC, Policy Board and Customer. NWRDC will provide this information as documentation to the NWRDC Policy Board for review and approval. If approved the requested services will be provided and adjustments will be made to the SOW (Attachment A) and Billing (Attachment B).

4. GOVERNANCE

4.1 Applicable Law and Severability

This agreement is construed according to the laws of the State of Florida with venue in Leon County. If any provision of this Agreement is held invalid or unenforceable the remainder of this Agreement remains effective to the maximum extent permitted by law, and the application of such provisions in any other circumstances shall not be affected by such holding. In the event of a dispute or litigation each party agrees to be liable and responsible for its own legal fees, expenses, and costs including its attorney's fee and expenses.

In the event of a dispute or disagreement between the parties to this Agreement, the parties agree to use their best efforts to resolve any dispute prior to filing litigation, including participating in mediation by a mediator mutually agreed upon by the parties. The parties agree to share equally in the costs of the mediation and it will be administered in Tallahassee, Florida.

4.2 Confidentiality

Any information relating to the products, business, marketing plans and policies of Customer or its affiliates, supplied to NWRDC by or at the direction of Customer, acquired by NWRDC in the course of providing services to Customer or developed by NWRDC in carrying out NWRDC's duties under this Agreement, shall be deemed to be confidential and proprietary information of Customer and the exclusive property of Customer. Such information shall not be disclosed to any third persons without the prior written consent of Customer or as provided by Chapter 119 Florida Statutes (Public Records). NWRDC agrees to take all reasonable necessary precautions to protect the confidentiality of information.

All documents, papers, letters or other materials relating to the Agreement that are made or received by either party in conjunction with the Agreement, except those matters which, under the Agreement, Florida law or a party's rules are confidential, are required to be available for public access as specified by Chapter 119, Florida Statutes. Such records shall be maintained in accordance with General Records Schedule GS1-SL for State and Local Government Agencies and may not be destroyed before the guidelines contained within. Both parties may unilaterally cancel the Agreement for the other's refusal to allow access to public records.

4.3 Liability

Customer and NWRDC are each liable and responsible for its actions and omissions, and the actions and omissions of its employees, agents and representatives when acting in the scope of their employment or agency.

4.4 Use of name, logo, trade names and marks

Neither Customer nor NWRDC will use the name, logo, trade names and/or marks of the other without prior written consent. By signing this Agreement, Customer grants NWRDC permission to add its name to its customer list on website and written document.

4.5 Nonassignability

Neither Customer nor NWRDC will assign or transfer this Agreement without the prior written consent of the other party.

4.6 Independent Contractor

Customer and NWRDC represent that they are acting in their individual capacities and not as agents, employees, partners, or associates of one another.

4.7 Unauthorized Aliens

The employment of unauthorized aliens by any contractor is considered a violation of the Immigration and Nationality Act, 8 U.S.C Sec. 1324A. If either party knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of the Agreement.

4.8 Waiver

Waiver of a breach of any provision hereof does not constitute a waiver of any subsequent breach of such provision or of any other provision in the Agreement.

4.9 Equal Opportunity

This contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), (or for construction contractors, 41 CFR § 60-4.3(a)), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, national origin, protected veteran status or disability.

5. CONTACT INFORMATION

Northwest Regional Data Center

2048 East Paul Dirac Drive
Tallahassee, FL, 32310
850-645-3500
850-645-3555 (fax)
www.nwrdc.fsu.edu

Project Manager Contact:

Invoice Contact:
Sharon Pearson, 850-645-3572, Sharon_pearson@nwrdc.fsu.edu
Rick Bessey, 850-645-3550, Rick_Bessey@nwrdc.fsu.edu

Business Contact:
Audrey Campbell, 850-645-3554, Audrey_Campbell#@nwrdc.fsu.edu

Technical Contact:
Steve Menard, 850-645-3569, steve_menard@nwrdc.fsu.edu
Matt Stolk, 850-645-3562, matt_stolk@nwrdc.fsu.edu

Customer

Mailing address (Invoice)
14117 CR 252, Live Oak, FL 32064
Phone No. 386-647-4100
Fax No. 386-364-3576

Project Manager, Technical, & Security Contact:
Josh Williams, Director of Information Technology, joshwilliams@suwannee.k12.fl.us

Invoice & Business Contact: Vickie Music, Chief Finance Officer, vmusic@suwannee.k12.fl.us

The Customer has the right to contact NWRDC staff for adding personnel to NWRDC customer distribution list in order to receive notifications/announcements from NWRDC, or discuss issues concerning the Customer's equipment.

AGREEMENT

The date of final signature will be the execution date for the Agreement. Billing details in Attachment B are subject to change if Customer's signature is not retained within 30 days after NWRDC's signature.

Northwest Regional Data Center Policy Board

Mehran Basiratmand, Chairman, Northwest Regional Data Center Policy Board

Signature _____ *Date* _____

Northwest Regional Data Center (NWRDC)

Tim Brown, Executive Director, Northwest Regional Data Center

Signature _____ *Date* 6/23/16

The Florida State University Board of Trustees, public body corporate of the State of Florida, acting for and on behalf if the Florida State University and Northwest Regional Data Center.

Michael Barrett, Associate Vice President, Chief Information Officer, Florida State University

Signature DocuSigned by: _____ 997E36B39C8E47F... *Date* 6/24/2016 | 8:54 AM PDT

Suwannee County School District

Superintendent of Schools

Title

Signature Jerry A. Scarborough *Date* _____

Chairperson, Suwannee County School Board

"Approved as to Form and Sufficiency

BY _____

Leonard J. Dietzen, III

Rumberger, Kirk & Caldwell, P.A.

Suwannee School Board Attorney"

ATTACHMENT A: STATEMENT OF WORK

Description of services to be provided:

NWRDC maintains operating system software and installation to include all related software products necessary to support NWRDC Customers business systems. Scheduled maintenance and upgrades are performed per software vendor requirements as well as adding software products support specific customer business functionality. Annual disaster recovery exercises are performed to insure mainframe customer business continuity objectivities. NWRDC mainframe support staff assists customers with operation and usage of all mainframe system software.

ATTACHMENT B: BILLING

Flat-Rate Pricing Policy:

Effective July 1, 2010, NWRDC changed to a flat-rate billing model, as approved by the Policy Board on May 20, 2010. Flat-rate billing allows us to charge each customer for its share of the mainframe based on the previous fiscal year's usage, determined by the usage during the period of May 1st – April 30th. Each customer's percentage of usage is calculated and used to determine the amount of mainframe expenses each customer will pay. This is a fair and equitable model for our customers and is inclusive of all CPU, tape and DASD usage. Per the new flat-rate model, each customer's monthly invoice amount will not change for the duration of the fiscal year.

Each customer's annual flat-rate is determined in May, prior to the following fiscal year. Each customer will be notified of their new rate in June for the following fiscal year. For example, we will calculate the annual FY 2016-17 flat-rates, by customer, based on each customer's usage during the period of May 1, 2015 – April 30, 2016. The annual billings will be calculated in May 2016 and included with each customer's June 2016 invoice. NWRDC monitors all mainframe usage daily to insure any individual customer does not use excessive mainframe resources which may affect other customers throughput. We urge our customer's to monitor their usage throughout the fiscal year.

This change in billing methodology necessitated changes to each customer's monthly invoice. Each invoice has two sections: 1) the current month's usage; and 2) the fiscal year-to-date's usage. These sections are for tracking and monitoring purposes.

For Fiscal Year 2016-2017, NWRDC will send monthly invoices of $456.57 to Customer for the services in Attachment A, detailed in Estimate # 1521. These monthly invoices begin on August 1, 2016, covering utilization for the previous month.

Northwest Regional Data Center
2048 East Paul Dirac Drive
Tallahassee, FL 32310
(850)645-3500
billing@nwrdc.fsu.edu
http://www.nwrdc.fsu.edu/

ESTIMATE

ADDRESS
Donna Bass
Suwannee County School
District 5084
702 2nd Street NW
Live Oak, FL 32060-2396

ESTIMATE # 1521
DATE 06/09/2016
EXPIRATION DATE 08/08/2016

ACTIVITY	QTY	RATE	AMOUNT
2017 Mainframe Services Per month This is a monthly estimate. Annual charges will be $5,478.84.	1	456.57	456.57

This estimate is for the period of July 1, 2016 through June 30, 2017 and is based on FY 16/17 rates. Rates for FY 16/17, approved by the Policy Board, are effective July 1, 2016.

TOTAL **$456.57**

Accepted By

Accepted Date

SUWANNEE COUNTY SCHOOL BOARD

Serving The Children Of Our Community

702 – 2nd Street, NW • Live Oak, Florida 32064
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JERRY A. SCARBOROUGH
Superintendent of Schools

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

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Ted Roush, Assistant Superintendent of Administration

THRU: Janene Fitzpatrick, Assistant Superintendent of Instruction

DATE: July 18, 2016

RE: Agenda Item for the July 26, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval of revisions to the 2016-2017 Suwannee County School District Student Conduct and Discipline Code for all elementary and secondary schools. (A copy is available for review in the office of the Assistant Superintendent of Administration.)

BACKGROUND:

The 2016-2017 Student Conduct and Discipline Code was reviewed with the Board at the Workshop on Tuesday, June 14, and approved at the June 28, 2016, Regular Board Meeting. After further review and much consideration, we are proposing the dress code (Section 4.d.) be changed back to previous dress code language from 2015-2016.

TR/dr

penalties may be imposed. See Mandatory Consequences for Bus Violations. [§§1001.42, 1003.26, 1006.10, and 1006.21, Florida Statutes]

Parents/guardians are responsible for their children at the bus stop. However, school officials may address misconduct by students at a bus stop. Bus drivers may issue bus referrals based on behavior they observe at bus stops and administrators may investigate and discipline accordingly. [§§1006.07(2)(h), 1006.09(1)(b), and 1006.10, Florida Statutes]

CELL PHONES AND/OR ANY ELECTRONIC COMMUNICATIONS DEVICES

Cell phones that are heard, or are in use on school grounds during school hours without the consent of school personnel, or on school transportation will be confiscated. The SCSD recognizes the need for students to have cell phones. However, during school hours or on school buses, cell phones, and/or any other electronic communications device are not to be used unless specifically authorized by school staff. Only electronic communications approved by school officials for a school assignment will be permitted. Any other electronic communications will be considered a violation and will be prohibited. Electronic communications include, but are not limited to, video/audio records, photographs, and/or text messages. **The school will not be held responsible for lost or stolen cell phones and/or any electronic devices. No student may have in his or her possession any wireless communication device or any other item that records, stores, or transmits data during any standardized testing (FCAT, EOC, etc.).** This policy applies to grades PreK-12 as does everything in the Student Conduct and Discipline Code. Violation of this provision may result in the loss of the student's privilege to possess a cell phone on campus in addition to any other prescribed disciplinary intervention. If a cell phone/electronic device is visible, being handled, or otherwise used in any manner during a test or exam, it will be considered cheating and the student may receive a zero for that test or exam.

Note: Use of a wireless communications device includes the possibility of the imposition of disciplinary action by the school or criminal penalties if the device is used in a criminal act. [§1006.07(2)(e), Florida Statutes]

DRESS CODE

Students have a responsibility to be dressed and groomed in a manner that is consistent with the Student Conduct and Discipline Code. The principal shall determine when a student's personal hygiene, appearance, or dress is such that it disrupts or interferes with the educational process or endangers the health and safety of the student or others. Students who attend the RIVEROAK Technical College shall dress in a manner appropriate for the job in which they are receiving training, including any special protective gear and professional uniforms. [§1001.43(1)(b), Florida Statutes]

1. Footwear must be worn at all times.
   a. At the elementary school level, flip flops and shoes with wheels are not acceptable.
   b. At the middle and high school levels, bedroom slippers, cleated shoes, and shoes with wheels are not acceptable.
2. Jewelry worn in pierced body parts shall be of a nature that is not distracting to others.
3. All middle and high school students shall be required to wear appropriate dress for physical education as prescribed by the school.
4. The following items have potential to cause disruption or threat to a safe and positive school environment and are not allowed:
   a. Decorations, symbols, mottos, or designs imprinted or attached to the body or clothing which is offensive to good taste or the maintenance of good decorum. Examples include, but are not limited to, wearing advertisements of commodities, such as alcoholic beverages, drugs, tobacco, and symbols or writings that have sexual or racial connotation, gang references, or profane language.
   b. Revealing clothing or clothing that exposes the torso. Examples include, but are not limited to: see-through garments; bare midriff clothing that allows any area of the midriff (front and back) to be exposed when sitting, standing, or raising the arm; backless attire; sleepwear; skin-tight clothing (i.e., bike pants, tights, leotards, jeggings, leggings); shirts/blouses that do not extend to or over the cap of the shoulder from the base of the neck.
   c. Clothing that is not worn appropriately, is not properly fastened, or has tears. Clothes shall be worn as they are designed, for example, suspenders over the shoulders, pants secured at the waist, belt-buckled, no underwear as outerwear, no underwear exposed, no oversized or baggy pants.
   d. Skirts, dresses, shorts, and skorts that are shorter than four inches above the top of the knee cap are not acceptable. These items worn with leggings or tights are not acceptable.
   e. Caps, hats, headgear, visors, or sunglasses while in the building and/or other areas designated by the principal. No hoodies with hoods worn over the head are allowed at any time.
   f. Chains, other than necklaces considered to be jewelry. Examples include, but are not limited to, heavy chains generally used for utility purposes, animal choke collars, and so-called hip-hop chains.
   g. Jewelry that contains any type of sharp object and mood bracelets.

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BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Lila G. Udell, Director of Federal Programs

THRU: Janene Fitzpatrick, Assistant Superintendent of Instruction

DATE: July 7, 2016

RE: Board Agenda Item for July 26, 2016, Regular Board Meeting

RECOMMENDATION:

The Superintendent recommends approval for the District English Language Learners (ELL) Plan for the 2016-2019 school years. (Copies are available for review in the office of the Director of Federal Programs and the office of each school.)

BACKGROUND:

As a part of the NCLB (No Child Left Behind) ruling, all districts and schools must have a District ELL Plan which is written by the Local Education Agency (LEA) and parents. The District ELL Plan must be adopted by the LEA. School districts are required to abide by a set of assurances when developing and implementing programs and services to students classified as ELL, and are required to ensure that school and district-level personnel comply with all the requirements and provisions set forth in the laws, rules, regulations, and federal court orders listed below:

The requirements set forth in Section 1003.56, Florida Statutes, Rules 6A-6.0902; 6A-6.09022; 6A-6.09091; 6A-6.0903; 6A-6.0907; 6A-1.0503, Florida Administrative Code (FAC) and other applicable State Board of Education Rules; the Elementary and Secondary Education Act (ESEA) of 1965; the Consent Decree in the League of United Latin American Citizens et al. v. the State Board of Education, 1990; Florida Educational Equity Act, 1984; requirements based on the Fifth

Circuit Court decision in Castañeda v. Pickard,1981; requirements based on the Supreme Court decision in Plyler v. DOE, 1982; requirements based on the Supreme Court decision in Lau v. Nichols, 1974; requirements of the Equal Educational Opportunities Act of 1974; requirements of Section 504 Rehabilitation Act of 1973; requirements of the Office for Civil Rights Memorandum as of May 25, 1970; requirements of the Title VI and VII Civil Rights Act of 1964; and the requirements of the Office for Civil Rights Standards for the Title VI Compliance.

This plan was discussed at the July 12, 2016 Board Workshop.

SUWANNEE COUNTY SCHOOL DISTRICT

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JERRY A. SCARBOROUGH
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BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

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

DATE: July 11, 2016

RE: Agenda Item for the July 26, 2016, Regular Board Meeting

RECOMMENDATION:

Superintendent recommends approval of the following form.

a. Form # 7200-133, Instructional Pre-Contract Conditional Offer of Employment. (NEW)

BACKGROUND:

This contract has been approved by SCSD attorney Leonard Dietzen. It is intended to be used at recruitment job fairs as a job offer for potential applicants to secure instructional positions.

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DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

Instructional Pre-Contract Conditional Offer of Employment

Congratulations on your consideration of an instructional (Teacher) position with the Suwannee County School District. At this time your job offer is contingent upon your application being reviewed for appropriate qualifications and the following terms and conditions:

1) The Teacher shall complete fully and promptly an on-line application for employment and provide all required certification paperwork within ten (10) days of signing this Conditional Offer.
2) The Teacher must establish and document requisite subject area knowledge in his/her proposed teaching assignment according to the current Florida Course Code Directory by one of the following means:
   a. A passing score on the Florida Subject Area Examination for the Teacher's proposed teaching assignment; or,
   b. Proof of eligibility to hold a Florida Professional Certificate in the Teacher's proposed teaching assignment, or
   c. A valid out-of-state certificate acceptable to the Florida Department of Education to satisfy the subject knowledge requirement.
3) Information on the application must be satisfactory to the Superintendent in order for him/her to continue to offer employment including satisfactory reference, background and work history check. The Teacher will be fingerprinted and a satisfactory result is required in order to be employed.
4) This offer is conditional and is subject to approval by the Suwannee County School Board. Notwithstanding any other term or provision of this offer, the School Board shall be under no obligation to enter a contract with the Teacher unless and until all conditions of this offer have been fulfilled and the School Board has approved and authorized the Teacher's employment. Execution of this offer by the personnel agent for the Superintendent constitutes an agreement by the Superintendent to recommend approval of Teacher's employment to the School Board upon satisfaction of all conditions contained herein.
5) All appointments are subject to assignment and/or transfer to particular schools and locations within the District. Salary will be based on Teacher's degree status and verified professional experience in accordance with our negotiated instructional salary schedule. A formal contract will be issued at a later date. This conditional offer can be rendered void for failure to meet any of the contingencies and/or reasons that would constitute grounds for discharge under applicable Florida laws and regulations and/or Suwannee County School District Board policies, rules and practices.

RELEASE OF INFORMATION: I authorize any individual with information about or access to records referring to the undersigned to provide that information and/or those records to the Suwannee County School District. I waive any and all rights to privacy or confidentiality for the purpose of this authorization, and release all individuals who provide such information and/or records from any liability of every nature and kind arising from those acts.

Applicant Name:_____

Applicant Social Security (last four digits only) XXX-XX-_____

Best phone number to reach you: (_____) _____ - _____

E-mail address: _____

Area(s) of Certification: _____

Circle Endorsement(s): **ESE Certification** **Reading** **ESOL** **Gifted**

ACCEPTANCE: I acknowledge that this offer is made expressly subject to those conditions set forth above, and I accept this offer with full knowledge of that fact. I understand that the Suwannee County School District is extending this pre-contract conditional offer in good faith to meet district staffing needs and by signing below attest to be dealing in good faith with the Suwannee County School District.

Your placement is on hold in the Department of Human Resources until such time as all qualifying paperwork is completed.

_____ _____

Signature of Applicant Date

_____ _____

Signature of Designee for Superintendent of the Suwannee County School District Date

SUWANNEE COUNTY SCHOOL DISTRICT

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JERRY A. SCARBOROUGH
Superintendent of Schools

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DISTRICT 1

CATHERINE CASON
DISTRICT 2

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DISTRICT 3

ED DA SILVA
DISTRICT 4

RONALD WHITE
DISTRICT 5

LEONARD J. DIETZEN, III
BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

THRU: Janene Fitzpatrick, Assistant Superintendent of Instruction

DATE: July 7, 2016

RE: Agenda Item for July 26, 2016, Regular Board Meeting

RECOMMENDATION:

Approval of the revisions to the 2016-2017 Master Inservice Plan developed by North East Florida Education Consortium.

BACKGROUND:

Please see the attached Additions and Revisions.

Additions and Revisions

2016-2017 NEFEC Master Inservice Plan

- Addition of Exceptional Student Education (ESE) components:
  - ***Professional Development Alternatives (PDA): Surrogate Parent*** **#8-103-104** for 5 inservice points (**does not** satisfy SWD requirement)
  - ***PDA: Effective Teaching Practices for Students with Disabilities—Focusing on the Content Areas*** **#2-100-010** for 20 inservice points (**does** satisfy SWD requirement)
- Changes in component titles:

Component Title From	Identifier Number	Component Title To	Inservice Pt Value	Satisfies SWD
Introduction to Differentiating Instruction: Responding to All Learners	1-100-003	Introduction to Differentiating Instruction	20	✓
Formative Assessment Process for Differentiating Instruction	4-102-003	Engaging Learners through Informative Assessment	20	✓
Positive Behavior Support	5-101-001	PDA: Positive Behavior Support—Understanding Student Behavior	60	✓
Matrix Online PD Module	8-103-103	PDA: Matrix of Services	5	

- Correction in inservice credit for ***PDA: Differentiating Reading Instruction*** **1-100-002;** change from 20 points to **60** points; use 1-013-021 for Reading Endorsement Competency 4 (**does** satisfy students with disabilities (SWD) requirement unless used for Competency 4)
- Addition of High Quality (HQ) Master Inservice Plan (MIP) Component: ***Lesson Study*** **#2-507-001**
- Addition of HQ MIP Component: ***STEM Content and Instruction*** **#2-007-003**
- Addition of HQ MIP Component: ***Effective Communication: Interpersonal Conversations, Written Correspondence, and Evidence-Based Feedback*** **#7-507-009**
- Change in content and structure of ***Clinical Education*** **#7-507-002** (no change in identifier number) to HQ MIP template

- Addition of Autism Spectrum Disorder (ASD) Add-On Endorsement Program (all components **do** satisfy SWD requirement)
    - ***Nature and Needs, Assessment, and Diagnosis of Students with ASD*** **#1-100-004**
    - ***Applied Behavior Analysis and Positive Behavior Supports for Students with ASD*** **#1-101-001**
    - ***Assistive/Instructional Technology and Natural/Augmentative Communication Systems for Students with ASD*** **#3-100-006**
    - ***Improving Learning and Instruction: Field-Based Experience with ASD Students #1-100-005***
- Revision of the following English for Speakers of Other Languages (ESOL) components to reflect current indicators, titles, and inservice points:

Component Title	Identifier Number	Inservice Point Value
ESOL Basic 60 for Category II Teachers (Social Studies, Mathematics, Science, and Computer Literacy)	1-704-020	60
ESOL Basic 18 for Category III Teachers (All other subjects not included in Categories I and II)	1-704-027	18
ESOL for Administrators	1-705-028	60
ESOL for School Counselors*	1-705-029	60

*Note: Title change from *ESOL for Guidance Counselors*

- Addition of HQ MIP Component: ***ESOL Basic for Practitioners*** **#1-705-030** worth 20 inservice points (or 2 continuing education units)
- Addition of objectives in **#6-511-002** ***School Health and Safety*** to include the topic of suicide awareness and prevention for instructional personnel:
    15. Identify causes of adolescent suicide
    16. Demonstrate knowledge of trends in demographics of suicide victims, high risk categories, and diagnostic signs
    17. Name guidelines for dealing with suicidal death and its effect on family members and friends
    18. Identify moral, legal, and ethical obligations for individual and/or organizational interventions
    19. Develop an intervention plan to deal with potential suicidal tendencies
    20. Identify appropriate mental health services and the referral process for students and families
- Addition of HQ MIP Component: ***Educator Induction*** **#2-516-001**

- Addition of HQ MIP Component: ***Inclusive Education*** **#2-100-011** (**does** satisfy SWD requirement)
- Addition of HQ MIP Component: ***Florida Standards: Reaching All Students by Using Access Points*** **#2-105-001** (**does** satisfy SWD requirement)
- Addition of Personnel Development Portal HQ MIP Components:

Component Title	Identifier Number	Inservice Point Value
English Language Learners for Therapists	1-705-031	18
Graduation Requirements	8-103-105	3
Multi-Tiered System of Supports Introduction	7-415-002	5
Job Development	8-103-106	3
Language Reading Connection	1-400-001	5
Middle Grades English 5-9 Online Content Review	2-100-012	15
Middle Grades Mathematics 5-9 Online Content Review	2-100-013	15
Middle Grades General Science 5-9 Online Content Review	2-100-014	15
Middle Grades Social Science 5-9 Online Content Review	2-100-015	15
Teaching Students with Disabilities for Fine Arts*	2-100-011	20
Universal Design for Learning	2-408-003	5

*Meets certificate renewal requirement for teaching students with disabilities

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BOARD ATTORNEY

MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

THRU: Janene Fitzpatrick, Assistant Superintendent of Instruction
Ted Roush, Assistant Superintendent of Administration

DATE: July 11, 2016

RE: July 26, 2016, Regular Board Meeting Agenda Item

RECOMMENDATIONS:

The Superintendent recommends approval of the following plans:

1. 2016-2017 Minority Teacher Recruitment Plan
2. The School Board of Suwannee County 2015-2016 Annual Update to the Florida Educational Equity Act Plan

BACKGROUND:

These plans were discussed with the Board during the workshop on July 12, 2016.

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MEMORANDUM

TO: Jerry A. Scarborough, Superintendent of Schools

FROM: Bill Brothers, Director of Human Resources

DATE: July 11, 2016

RE: Personnel Changes List for July 26, 2016, Regular Meeting

RECOMMENDATION:

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

SUWANNEE COUNTY SCHOOL BOARD
Personnel Changes
July 26, 2016

TO: District School Board of Suwannee County
FROM: Jerry A. Scarborough, Superintendent

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

RESIGNATIONS: INSTRUCTIONAL:

Branford High School:
Lura Sapp, Teacher, effective August 1, 2016

Suwannee Elementary School:
Marissa Bricker, Teacher, effective June 7, 2016

Suwannee Middle School:
Cara Disken, Teacher, effective June 7, 2016
Tiffany Bellenger-Smith, Guidance Counselor, effective June 27, 2016
Melinda Tice, Teacher, effective June 7, 2016

RESIGNATIONS: NON-INSTRUCTIONAL:

Branford Elementary School:
Kelley Humphries, School Nurse, effective June 7, 2016

Transportation:
Chancie Corbett, Bus Driver, effective June 5, 2016
James Dunham, Bus Driver, effective June 5, 2016

RECOMMENDATIONS: INSTRUCTIONAL:

Branford Elementary School:
Kimberley Garrett, Teacher, Probationary, effective August 9, 2016
REPLACES: Shirley Campbell
Priscilla Jones, Teacher, Probationary, effective August 9, 2016
REPLACES: Jessica Wagner

Erin Roberts, Teacher, Temporary, Probationary, effective August 9, 2016
REPLACES: Amanda Clark

District Wide:
Tracy Lamb, Speech Language Pathologist, Probationary, effective August 9, 2016
REPLACES: New Position

Suwannee Elementary School:
Kimberly Harris, Teacher, Probationary, effective August 9, 2016
REPLACES: Ben Thomas
Pamela Wainwright, Teacher, Probationary, effective August 9, 2016
REPLACES: Laurie Dunham

Suwannee High School:
Melinda Carson, Guidance Counselor, Probationary, effective July 1, 2016
REPLACES: Leah Harrell
Ryan Hiers, Music/Band Teacher, Probationary, effective August 1, 2016
REPLACES: Stacey Smith
Dinah Mayne, Teacher, Probationary, effective August 9, 2016
REPLACES: Randall Ethridge
James McDonald, Teacher, Probationary, effective August 9, 2016
REPLACES: Brian Tomlinson
William Roche, Teacher, Probationary, effective August 9, 2016
REPLACES: Candy Vickers
Kesha Williams, Teacher, Probationary, effective August 9, 2016
REPLACES: David Laxton
Suzanne Wilson, Teacher, Probationary, Non-certificated, effective August 9, 2016
REPLACES: Jenny Hurst

Suwannee Intermediate School:
William Harris, Teacher, Probationary, effective August 9, 2016
REPLACES: Wayne Hutchison

Suwannee Middle School:
Trudy Benson, Teacher, Probationary, effective August 9, 2016
REPLACES: Danny Robinson
Francis Cohen, Teacher, Probationary, effective August 9, 2016
REPLACES: Michelle Thompson
Kim Cohen, Guidance Counselor, Probationary, effective August 1, 2016
REPLACES: Tiffany Bellenger-Smith
Marie Mace, Teacher, Probationary, effective August 9, 2016

REPLACES: Linard Johnson
Scott Morris, Teacher, Probationary, effective August 9, 2016
REPLACES: Melinda Tice
Katheryn Quincey, Teacher, Probationary, effective August 9, 2016
REPLACES: Kaitlin VanHuesen

Suwannee Primary School:
Katey Melland, Teacher, Probationary, effective August 9, 2016
REPLACES: Sarah Musgrove

Renewals for the 2016-2017 school year:

CONTRACT RECOMMENDATIONS:
Contract Status for 2016-2017 school year:

Annual Contracts:	Term:
Branford Elementary School:	
Lacey Van Etta	10
Victoria Jensen	10
Suwannee Elementary School:	
Lina Saleem	10
Suwannee Middle School:	
Jazmin Marrero	10
Suwannee High School:	
Brian Bullock	10

TRANSFER:

NAME	FROM: SITE/POSITION	TO:	REPLACES	EFFECTIVE
Herbert Hutchinson	SIS/Teacher	SMS/Teacher	Sarah Jacobson	08/09/2016

PART-TIME/HOURLY EMPLOYEE

COMMUNITY EDUCATION (Pending class enrollment)
Belinda Fries Computer Technology

SUPPLEMENTARY:

Carl Manna	Marching Band Director	BHS	
Stacy Young	Agriculture Teacher	BHS	
Jenna Garrett	Agriculture Teacher	BHS	
Linda Whitley	Varsity Cheerleader Sponsor	BHS	
Michelle Boone	JV Cheerleader Sponsor	BHS	
Roy Harden	Head Football Coach	BHS	
Fred O'Quinn	Athletic Director	BHS	
Tim Clark	Assistant Athletic Director	BHS	
Hunter Abercrombie	Athletic Director	SHS	
Kyler Hall	Assistant Athletic Director	SHS	
Kyler Hall	Head Football	SHS	
Kyler Hall	Offensive Coordinator	SHS	
Mike Braun	Defensive Coordinator	SHS	
Crystiana Butler	Bowling	SHS	Darrell Curls
Frank Allen	Football Assistant Varsity	SHS	
Richard Allen	Football Assistant Varsity	SHS	
James McDonald	Football Assistant Varsity	SHS	
Matt Jackson	Football Assistant Varsity	SHS	
Jimmy Jackson	Football Assistant Varsity	SHS	
Glen Green	Football Head Junior Varsity	SHS	
Nahjawan Dukes*	JV Football Assistant	SHS	
Jeremy Ulmer	Head Basketball (Boys)	SHS	
Jimmie Taylor	Assistant Basketball (Boys)	SHS	
Brian Bullock	Head Basketball (Girls)	SHS	
Elaine Owens	JV Head Basketball (Girls)	SHS	
Elaine Owens	Assistant Basketball (Girls)	SHS	
Alex Cameron*	Assistant Basketball (Boys)	SHS	
Glen Green	Assistant Baseball Coach	SHS	
Chad Bonds	Assistant Baseball Coach	SHS	
Matt Campbell	JV Baseball Coach	SHS	
Matt Jackson	Head Track (Boys)	SHS	
Eric Rodriguez	Head Track (Girls)	SHS	
Katherine Haney	Tennis (Girls)	SHS	
Katherine Haney	Tennis (Boys)	SHS	
Damon Wooley	Golf (Boys)	SHS	
Kim Boatright	Golf (Girls)	SHS	Matt Campbell
April Green	Head Volleyball Coach	SHS	
Brian Bullock	Assistant Volleyball Coach	SHS	
Jeff Smith	Softball Head Coach	SHS	

Billy McClelland	Assistant Softball Coach	SHS	
Tim Smith	JV Softball Coach	SHS	
Katie Kimsey	Assistant Softball Coach	SHS	
Doug Morgan	Head Swimming Coach	SHS	
Debbie Durden	Assistant Swimming Coach	SHS	
Bill O'Briant*	Varsity Soccer (Boys)	SHS	Darrell Curls
Darrell Curls	Varsity Soccer (Girls)	SHS	
Chris Joyner*	Assistant Soccer (Boys)	SHS	
Brad Hall	JV Soccer (Boys)	SHS	
Tommy Brett	JV Soccer (Girls)	SHS	
Eric Rodriguez	Cross Country Coach (Boys)	SHS	
Eric Rodriguez	Cross Country Coach (Girls)	SHS	
Ryan Hiers	Band Director	SHS	Stacey Smith
Traci Green	JV Cheerleader Sponsor	SHS	
Pam Williams	Varsity Cheerleader Sponsor	SHS	
Pam Williams	Cheerleader Sponsor ½ Basketball	SHS	
Traci Green	Cheerleader Sponsor ½ Basketball	SHS	
Abigail Rodriguez	Dance Troupe Sponsor	SHS	
Kelly Waters	Auxiliary Sponsor	SHS	
Kelly Waters	Majorette Sponsor	SHS	
Sarah Trimm	Agriculture Teacher	SHS	
Travis Tuten	Agriculture Teacher	SHS	
Suzanne Wilson	HOSA Sponsor	SHS	
Sherry Dean	Drama Instructor	SHS	
Violet Noyes	Yearbook Sponsor	SHS	
Michael Pate	Academic Competition Sponsor	SHS	
Doug Aukerman	NJROTC Instructor	SHS	
Justin Bruce*	Head Baseball Coach	SHS	Terry Mixon
Vanessa Menhennett	Senior Class Sponsor	SHS	
Katheryn Quincey	Agriculture Teacher	SMS	
Chad Bonds	Assistant Football Coach	SMS	Matthew Yanossy

* *Pending Certification Requirements*

MISCELLANOUS:

Approval for the following teachers to work up to 20 hours per week during the summer for professional development, curriculum alignment, and local assessments (funded by TIF-SEEC):

Jennifer Beach	Keith Stavig	James Wilson
Leah Harrell	Kelli Williams	

Terry Mixon resigned as baseball head coach.

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Branford Elementary School:
Sara Benson, Paraprofessional, Probationary, effective August 15, 2016
REPLACES: Erin Roberts

Branford High School:
Cheri Kennedy, Temporary, Paraprofessional, effective August 15, 2016
REPLACES: Cheri Kennedy

District Wide:
Mercedes Gervacio, Custodian, effective July 18, 2016
REPLACES: James Larson

Facilities:
Michael Hall, Maintenance Worker I, effective July 14, 2016
REPLACES: Emery Scarbourgh

Suwannee Middle School:
Verhonda Morris, Temporary, Paraprofessional, effective August 15, 2016
REPLACES: Sharan Dedge
Linda Strait, Secretary, effective August 1, 2016
REPLACES: Ashley Skelly

Suwannee Primary School:
Josue Ramirez, Custodian, effective July 13, 2016
REPLACES: Michael Fusco

Transportation Department:
Stacy Ray, Bus Mechanic, effective July 7, 2016
REPLACES: Quinton Callum

TRANSFERS/REASSIGNMENTS:

NAME	FROM: SITE/POSITION	TO: SITE/POSITION	REPLACES	EFFECTIVE
Jacqueline Bowles	SPS/School Nurse	BES/School Nurse	Kelly Humphries	08/09/2016
Kimberly Jennings	SMS/Asst. Principal	SES/Teacher	Marissa Bricker	08/09/2016
Gail Butler	SHS/Paraprofessional	SPS/Paraprofessional	Katey Melland	08/15/2016

LEAVE OF ABSENCE (MEDICAL):

Suwannee Middle School:
Sharon Dedge, Paraprofessional, August 15, 2016, through January 10, 2017

MISCELLANEOUS:

The following Prekindergarten staff to work up to 12 additional hours for parent orientation transitional meetings.

Tara Brock	Cara Howard	Betty Riley
Traci Davis	Amanda Kiser	Dora Townsend
Tenlee Deloach	Lois Lock	Jessica Wagner
Laritta Hunter	Pam Norton	Deanna Yott

End of List
2016-2017