SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
September 8, 2020

AGENDA

Call to Order – Immediately following the Workshop

The Superintendent recommends approval to adopt the agenda.

1. The Superintendent recommends approval of the Annual Financial Report for fiscal year ending June 30, 2020.

2. The Superintendent recommends approval of Leonard Dietzen to be appointed as interim Chief Negotiator for the Suwannee County School District for impact bargaining and COVID-19 related issues.

3. The Superintendent recommends approval of the following contract/agreement for the 2020-2021 school year: (NEW) (Note: This contract has been reviewed and approved by Board Attorney Leonard Dietzen.)

   #2021-77 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida and Suwannee River Ridge Technical High School, LLC to provide learning facilitation services for Suwannee County School District students in need of a hybrid enrollment option (*New*) **(pgs. 2-15)**

4. Human Resources Transactions **(pgs. 16-22)**

Adjourn

SUWANNEE COUNTY SCHOOL BOARD

PROFESSIONAL/TECHNICAL SERVICES AGREEMENT

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

WITNESSED:

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

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

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

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

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

1. ENGAGEMENT; RESPONSIBILITIES OF CONTRACTOR

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

B. MANNER OF PERFORMANCE OF CONTRACTOR'S SERVICES

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

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

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

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

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

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

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

2. REPRESENTATIVES AND WARRANTIES

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

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

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

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

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

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

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

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

3. INDEPENDENT CONTRACTOR

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

4. TERM

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

5. COMPENSATION

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

6. BILLING

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

7. CONFIDENTIALITY

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

8. CRIMINAL BACKGROUND CHECKS

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

9. AUDITS, RECORDS, AND RECORDS RETENTION

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

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

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

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

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

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

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

10. INDEMNIFICATION

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

11. DEBARMENT & SUSPENSION

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

12. TERMINATION

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

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

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

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

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

D. EFFECT OF TERMINATION.

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

13. ARBITRATION

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

14. ENTIRE AGREEMENT; MODIFICATION

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

15. GOVERNING LAW

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

16. COUNTERPARTS

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

17. NOTICES

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

If to SCSB: The School Board of Suwannee County Florida
c/o Ted Roush, Superintendent

1740 Ohio Avenue, South
Live Oak, FL 32064

Copy to: Mr. Leonard J. Dietzen, III
Rumberger, Kirk & Caldwell
Attorney for Suwannee County School Board
101 N Monroe Street #120
Tallahassee, FL 32301

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

18. WAIVER

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

19. CAPTIONS

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

20. ASSIGNMENT; BINDING EFFECT.

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

21. RELEASE OF STUDENT RECORDS

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

22. PUBLIC RECORDS

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

23. FORCE MAJEURE

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

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

24. E-Verify. Effective July 1, 2020

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

B. Subcontractors

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

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

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

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

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

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

SUWANNEE COUNTY SCHOOL BOARD

_____ _____
Ed daSilva, Chairman Date

_____ _____
Ted Roush, Superintendent of Schools Date

(SEAL)

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

CONTRACTOR

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

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

EXHIBIT A

SERVICES PROVIDED:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

PAYMENT PROCEDURES:

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

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

CONTRACTOR FEDERAL IDENTIFICATION NUMBER:

W-9 on file.

FUNDING SOURCE FOR PAYMENT TO CONTRACTOR:

Title I Part A, Title V

EXHIBIT B

Public Records Law Requirements under Chapter 119.0701, Florida Statutes

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, HE OR SHE MUST CONTACT THE DISTRICT'S CUSTODIAN OF PUBLIC RECORDS, VICKIE MUSIC DePRATTER, CPA, CHIEF FINANCIAL OFFICER, AT 386-647-4609, VICKIE.DEPRATTER@SUWANNEE.K12.FL.US, OR 1740 OHIO AVENUE, SOUTH, LIVE OAK, FL 32064.

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

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

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

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

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

REQUEST FOR RECORDS RELATING TO DISTRICT'S CONTRACT FOR SERVICES

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

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

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

EXHIBIT C

Suwannee County School District
FDOE Approved Innovative Reopening Plan

From: Chancellor of Public Schools <Chancellor.Oliva@fldoe.org> Saturday, August 08, 2020 10:57:40 AM
Title: Approval of Innovative Reopening Plan : FirstClass Page 1 of 1

Message Thu, Aug 06, 2020 5:45 PM

From: Chancellor of Public Schools <Chancellor.Oliva@fldoe.org>
To: Superintendent Email
Cc: Janene Fitzpatrick

Subject: Approval of Innovative Reopening Plan

Dear Superintendent Roush,

The Florida Department of Education has reviewed the Innovative Reopening Plan for the Fall 2020 School Semester submitted by the Suwannee County School District. The Department's review, for purposes of considering the approval of a reopening plan, is focused on verifying each of the seven assurances required by DOE Order No. 2020-EO-06.

I am pleased to report that the plan you submitted provides each of the required assurances. As such, your reopening plan is approved, effective immediately.

As a reminder, the Department's emergency order does not (and cannot) waive any federal requirements. We encourage you and your team to be diligent in ensuring strict compliance with all federal obligations – and the delivery of all necessary and required student services required by law.

As we head into a new school year, the Department is eager to support the important work you are accomplishing. We are confident that innovative solutions, tailored to the local challenges associated with educating students during Florida's recovery, will come from every school and district across the State. As you discover helpful strategies and practices, let us know so we can facilitate the sharing of best practices.

Thank you for your commitment to excellence and innovation in support of student achievement and we look forward to continuing to support your faithful implementation of this plan.

Sincerely,

Jacob Oliva

JERRY TAYLOR
DISTRICT 1
CATHERINE CASON
DISTRICT 2
TIM ALCORN
DISTRICT 3

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

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

TED L. ROUSH
Superintendent of Schools

MEMORANDUM

TO: Ted L. Roush, Superintendent of Schools

FROM: Walter Boatright, Director of Human Resources WB

DATE: September 8, 2020

RE: Human Resources Transactions List for September 8, 2020 Special Meeting

RECOMMENDATION:

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

SUWANNEE COUNTY SCHOOL BOARD
Human Resource Transactions
September 8, 2020
Special Meeting

TO: District School Board of Suwannee County
FROM: Ted L. Roush, Superintendent of Schools

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

RECOMMENDATIONS FOR THE 2020-2021 SCHOOL YEAR:

SUPPLEMENTARY:

Employee Name	Position	Location
Adams, Michelle B	ESE Teacher	BES
Adams, Rachel	AG Teacher	SMS
Allbritton, Georgette H	Department Head - Grade Chair	SRE
Allen, Amy N	ESE Teacher	BES
Allen, David J	Offensive/Defensive Coordinator	BHS
Allen, Frank	Football Assistant Varsity Coach	SHS
Anderson, Tresca M	Pre-K Lead CDA	SRE
Arnold, David T	Softball Head Coach	BHS
Bass, Eric Derwin	SkillsUSA Advisor	RTC
Beach, Mark	Football Assistant Varsity Coach	SHS
Beach, Mark	Boys' Head Track Coach	SHS
Black, Kary W	Auxiliary Sponsor	SHS
Black, Kary W	Majorette Sponsor	SHS
Blalock, John A	Boys' Head Basketball Coach	BHS
Belcher, Lauren V	ESE Teacher	SRE
Boatright, Kimberly G	Girls' Golf Coach	SHS
Bond, Jason	Football Offensive/Defensive Coordinator	BHS
Bonds, Robyn	Department Head - Grade Chair	SMS
Boone, Michelle	Cheerleader Sponsor	BHS
Bower, Kathryn A	Department Head - Grade Chair	SMS
Brock, Tara	Lead CDA	SSE
Bromley, Kate	ESE Teacher	SHS
Bromley, Kate	Instructional Leadership - ESE	SHS
Bruce, Justin	ESE Teacher	SOS
Bruce, Justin	Head Baseball Coach	SHS
Bullock, Brian J	Boys' Assistant Basketball Coach	SHS
Bullock, Brian J	Boys' Cross Country Coach	SHS
Burt, Tamara	Instructional Leadership - History	SHS
Byrd, Jennifer	Department Head - Grade Chair	SMS
Byrd, Jerrica D	Assistant Softball Coach	BHS

Cannon, Erin	Cheerleader Sponsor	BHS
Chandler, Isaac E	Academic Competition Sponsor	SHS
Chapman, Andrew J	Head Baseball Coach	SMS
Cherry II, Keith L	Football Assistant Varsity Coach	SHS
Clark, Amanda	Department Head - Grade Chair	BES
Clark, Erin Tyler	Girls' Head Track Coach	BHS
Clark, Erin Tyler	Assistant Volleyball Coach	BHS
Clark, Jenny	Department Head - Grade Chair	SSE
Clark, Timothy D	Boys' Head Track Coach	BHS
Collins, Megan	Department Head - Grade Chair	SSE
Copeland, Cheri	ESE Teacher	SRE
Cundiff, Krystal	Department Head - Grade Chair	SRE
Daniel, Shannon	Department Head - Grade Chair	SSE
Davidson, Kelly	Pre-K Lead CDA	BES
Dees, Julianna H	Home Economics Teacher	BHS
Denton, Joe	Football Assistant Varsity Coach	SHS
Derringer, Jessie	Head Football Coach	BHS
Derringer, Rachael	Head Volleyball Coach	BHS
Diaz, Carlos A	Department Head - Grade Chair	BHS
Dukes, Nahjawan J	Football Assistant Varsity Coach	SHS
Etcher, Anne M	Department Head - Grade Chair	BHS
Etcher, Anne M	AG Teacher	BHS
Franklin, Alexander C	Band Director	SHS
Frier, Todd	Boys' Head Basketball Coach	SMS
Frye, Cynthia	ESE Teacher	BHS
Gamble, Cody B	Junior Varsity Baseball Coach	SHS
Gay, Danielle	Department Head - Grade Chair	SRE
Golub, Lucy	Head Junior Varsity Volleyball Coach	SHS
Greaves, Staci L	Department Head -Grade Chair	SRE
Green, Jimmie G	Assistant Varsity Football Coach	SHS
Green, Jimmie G	Boys' Junior Varsity Soccer Coach	SHS
Green, Traci H	Cheerleader Sponsor	SHS
Green, Traci H	ESE Teacher - Gifted	SHS
Hahn, Darace C	Department Head - Grade Chair	SMS
Hamby, Cletia	ESE Teacher	SHS
Harrelson, Brooke S	Girls' Junior Varsity Basketball Coach	BHS
Hayes, Tina	Department Head - Grade Chair	BES
Hendrick, Pam	Department Head - Grade Chair	SPE
Hendry, Amy C	Yearbook Sponsor	SHS
Hendry, Amy C	Instructional Leadership - Reading	SHS
Herring, Rhoshonda	ESE Teacher - Gifted	BES
Herrington, Cristina B	Department Head -Grade Chair	SMS
Herrington, Cristina B	ESE Teacher	SMS
Hitt, Adam	Boys' Head Soccer Coach	SMS
Holmes, LaDonna	Pre-K Lead CDA	RTC
Howard, Cara	Pre-K Lead CDA	BES
Howard, Mandi	Elementary Yearbook Sponsor	BES
Hudson, Kimberly	ESE Teacher	SPE
Hufty IV, Frank R	Assistant Varsity Football Coach	SHS

Hufty IV, Frank R	Assistant Volleyball Coach	SHS
Hufty IV, Frank R	Girls' Flag Football Coach	SHS
Hunter, Laritta	Girls' Junior Varsity Basketball Coach	SHS
Hunter, Laritta	Volleyball Coach	SMS
Hunter, Laritta	Pre-K Lead CDA	SSE
Jackson, Kelly	ESE Teacher	SRE
Jackson, Monica	Department Head - Grade Chair	BHS
Jensen, Victoria	Department Head - Grade Chair	BES
Jernigan, Shannon W	Boys' Golf Coach	BHS
Johns, Tammy	Elementary Yearbook Sponsor	SPE
Johnson, Hannah	ESE Teacher	SRE
Joyner, Christopher	Boys' Varsity Soccer Coach	SHS
Keen, Cierra	Department Head - Grade Chair	SPE
Kelley, Mona L	SkillsUSA Advisor	RTC
Kinsel, Laura L	Volleyball Coach	SHS
Kinsel, Laura L	Girls' Junior Varsity Flag Football Coach	SHS
Kirby, Ashley J	Pre-K Lead CDA	RTC
Kirby, Traci	Department Head - Grade Chair	BES
Kiser, Amanda	Pre-K Lead CDA	SPE
Knighton, Vera	ESE Teacher	BES
Koon, Karen L	ESE Teacher - Gifted	BHS
Koon, Karen L	Department Head - Grade Chair	BHS
Koon, Karen L	Academic Competition Sponsor	BHS
Lane, Marissa L	Pre-K Lead CDA	RTC
Lawrence, Lynn	ESE Teacher	SSE
Leavitt, Connie	ESE Teacher	SPE
Lewis, Kevin A	Assistant Football Coach	SMS
Lewis, Kevin A	ESE Teacher	SMS
Lewis, Kevin A	Girls' Head Basketball Coach	SHS
Lewis, Kevin A	Girls' Head Track Coach	SHS
Lock, Brittany I	Pre-K Lead CDA	SRE
Lock, Luvernia	Pre-K Lead CDA	SPE
Marsee, Daniel R	Football Offensive/Defensive Coordinator	SHS
Marsee, Daniel R	Boys' Weight Lifting Coach	SHS
Marsee, Holly	ESE Teacher	SPE
Marshall, Audrey	Instructional Leadership - English	SHS
McClendon, William	Band Director	BHS
McCullers, Christina	Department Head - Grade Chair	SPE
McIntosh, Joyce	ESE Teacher - Gifted	SPE
McKay, Tammie	ESE Teacher	SHS
McKire, Melissa	ESE Teacher	SPE
Melland, Kerry	Department Head - Grade Chair	SSE
Mercer, Kevin R	SkillsUSA Advisor	RTC
Miller, Katie B	Department Head	RTC
Mingle, Jennifer	Elementary Yearbook Sponsor	SRE
Mitchell, Elizabeth	ESE Teacher	SMS
Monroe, Rebecca	ESE Teacher	SHS
Morgan, Stephen D	Instructional Leadership - Science	SHS
Morgan, Stephen D	Swimming Coach	SHS

Morgan, Susan A	LPN Instructor	RTC
Mowry, Susan Michelle	Department Head - Grade Chair	SPE
Nicely, Catherine	ESE Teacher	SSE
O'Quinn, Katee	Department Head - Grade Chair	BES
Peake, Audrey	ESE Teacher	SSE
Phillips, Skyler	Department Head - Grade Chair	SRE
Pollock, Malcolm X	Boys' Head Basketball Coach	SHS
Pollock, Malcolm X	Boys' Junior Varsity Basketball Coach	SHS
Poole, Nicole F	Pre-K Lead CDA	SRE
Ragan II, William J	SkillsUSA Advisor	RTC
Rains, Emilee	Freshman Class Sponsor	BHS
Ramsey, Lindsey	ESE Teacher	BES
Rang, David Lee	Boys' Assistant Soccer Coach	SHS
Reaves, Rebecca	Department Head - Grade Chair	SSE
Rice, Darlene	ESE Teacher	SSE
Richards, Michelle H	Girls' Assistant Track Coach	BHS
Richards, Michelle H	Boys' Cross Country Coach	BHS
Riels, David M	Assistant Softball Coach	BHS
Roberts, Laura Katherine	ESE Teacher	SVS
Roberts, Melanie	Instructional Leadership - CTE	SHS
Roberts, Phillip	Band Director	SMS
Robertson, Ona Michelle	Department Head - Grade Chair	SPE
Rodriguez, Abigail	Dance Troupe Sponsor	SHS
Roper, Theda	ESE Teacher - Gifted	SSE
Roper, Theda	Yearbook Sponsor	SSE
Roush, Tina	Department Head - Grade Chair	BES
Saavedra, Oscar	Varsity Softball Coach	BHS
Santos, Stefani M	Girls' Cross Country Coach	BHS
Santos, Stefani M	ESE Teacher	BHS
Santos, Stefani M	Senior Class Sponsor/Split	BHS
Scarborough, Brad N	Head Football Coach	SMS
Scarborough, Brian A	Assistant Football Coach	SMS
Shearer, Brittney L	Girls' Weightlifting Coach	SHS
Shearer, Brittney L	Sophomore Class Sponsor	SHS
Sikes, Mendy L	Volleyball Coach	BHS
Skelly, Daniel P	Department Head - Grade Chair	SMS
Skierski, Stacey	Department Head - Grade Chair	SRE
Skipper, Becky	Department Head - Grade Chair	SPE
Skipper, Becky	Wellness Coordinator	DISTRICT
Stebbins, Seth B	Football Assistant Coach	SMS
Stewart, Janet	Sophomore Class Sponsor	BHS
Strait, Linda	Yearbook Sponsor	SMS
Stratton, Nicole M	Cheerleader Sponsor	SMS
Suggs, Carla B	Girls' Head Basketball Coach	BHS
Swartz, Stacie	ESE Teacher	DISTRICT
Taylor, Adrienne L	Senior Class Sponsor	SHS
Terry Jr, Roger LaDon	Girls' Golf Coach	BHS
Terry Jr, Roger LaDon	Senior Class Sponsor/Split	BHS
Terry Jr, Roger LaDon	Boys' Tennis Coach	SHS

Thomas, Benjamin H	Girls' Tennis Coach	SHS
Thomas, Kimberly	SkillsUSA Advisor	RTC
Thompson, Michelle	ESE Teacher	SMS
Thompson, Traci A	HOSA Advisor	SHS
Tillman, Daniel	Assistant Baseball Coach	SHS
Townsend, Dora	Pre-K Lead CDA	SPE
Tuvell, Kim	Instructional Leadership - Math	SHS
Ulmer, Jeremy W	SkillsUSA Advisor	RTC
Ulmer, Jeremy W	Planning Period Supplement	RTC
Urban, Lorena	ESE Teacher - Gifted	SMS
Valin, Rowna	ESE Teacher	SPE
Van Etta, Lacey	ESE Teacher	DISTRICT
Vann, Elizabeth	ESE Teacher	SRE
Wagner, Jessica	ESE Teacher	BES
Wainright, John	Boys' Wrestling Coach	SHS
Ward, Misty A	Girls' Weightlifting Coach	BHS
Ware, Misty A	Yearbook Sponsor	BHS
Ward, Misty A	Junior Varsity Volleyball Coach	BHS
Warren, Abbey	Department Head - Grade Chair	BHS
Warren, Abbey	Junior Class Sponsor	BHS
Warren, Kimberly	ESE Teacher - Gifted	SRE
West, Traci L	Department Head	RTC
White, Jenny	Freshman Class Sponsor	SHS
White, Shannon	Department Head - Grade Chair	SPE
Whitley, Linda	ESE Teacher	BHS
Wiggins, Vernon	ESE Teacher	SHS
Williams, Pamela P	Basketball Cheerleader Sponsor	SHS
Williams, Pamela P	Football Cheerleader Sponsor	SHS
Williamson, Brian	Head Baseball Coach	BHS
Wilson, Suzanne	LPN Instructor	RTC
Wingate, Kenneth Jay	Department Head - Grade Chair	BHS
Wingate, Kenneth Jay	ESE Teacher	BHS
Wingate, Kenneth Jay	Boys' Head Basketball Coach	BHS
Wood, David	Assistant Baseball Coach	SHS
Wooley, Damon L	Boys' Golf Coach	SHS
Wooley, Jennifer	ESE Teacher	SPE
Yarick, Amy C	Girls' Cross Country Coach	SHS
Yott, Deanna L	Pre-K Lead CDA	SRE

MISCELLANEOUS:

District Wide/21st Century:
Approval of the following employees to work as a paraprofessional or teacher in the 21st Century program:

Ahrens, Mindy	Brock, Tara	Collins, Megan
Allen, Amy	Browning, Lyndsey	Combee, Tracy
Barton, Joann	Chapman, Robin	Conger, Teresa
Bonds, Jennifer	Clark, Jenny	Cox-Knowles, Brooke

Brock, Tara
Browning, Lyndsey
Chapman, Robin
Clark, Jenny
Collins, Megan
Combee, Tracy
Conger, Teresa
Cox-Knowles, Brooke
Crain, Tanya
Daniel, Shannon
Driggers, Kelly
Edwards, Robyne
**Fry, Lesley
*Furry, Rhonda
Gay, Danielle
Gill, Crystal
*Greaves, Staci
Greene, April
*Griswold, Julie
Hayes, Tina
Hendrick, Pam
Herring, Michael
Herring, Rhoshonda
Hester, Angie
Hitt, Jennifer
Hunter, Laritta
Hurst, Mandy
Isidro, Vanessa
Jensen, Victoria
Jernigan, Patrick
Johnson, Hannah
Johnson, Susan
Jolicoeur, Dee Dee
Jones, Priscilla
Kirby, Traci
Kiser, Amanda
Klecka, Julie
Lane, June
Lawrence, Lynn
Ledew, Jo Ann
Leighton, Kelsey
Lewis, Pam
Marshall, Heather
McIntosh, Joyce
Melgar, Jessica
Melland, Katey
Melland, Kerry Jo
Miracle, Janell
Patrick, Takesha
Perez, Yvette
*Phillips, Denah
Phillips, Skylar
Ragan, Georgette
Ramirez, Amanda
Ramsey, Mandy
Ratliff, Sue
Raulerson, Brenda
Register, Kristin
Riegel, Marcia
Rightmire, Donna
Roberts, Erin
Sanders, Tiffany
Sasso, Tralene
Sauer, Monica
Skipper, Becky
Stevens, Jennifer
Strickland, Mackia
Suggs, Carla
Taylor, Adrienne
Terry, Kathryn
Topham, Yvonne
Vanetta, Lacy
Wagner, Jessica
White, Shannon
Williams, Amy
Williams, Margaret
Winburn, Sandra
Winnett, Jennifer
Wooley, Ashlee

** Program Director
* Site Coordinator

Transportation:
Approval of the following employees to be driver trainers part-time hourly District-wide.

Tyrone Ansley
David Barnes
Inez Williams

End of List
2020-2021
School Year