SUWANNEE COUNTY SCHOOL BOARD
PUBLIC HEARING
July 26, 2022

AGENDA

Call to Order –5:55 p.m.

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

   #5.1001 Corporal Punishment (*For Review/Information*)
   #6.15 Education Paraprofessionals and Aides (*Revised*)

Adjourn

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SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
July 26, 2022

AGENDA

Call to Order - 6:00 p.m.

Student remarks and pledge to the flag by Suwannee Virtual School

Special Recognition by the Superintendent

- 2021-2022 Retiree Recognition (*Administrators/Non-Instructional*)

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. 8-47)**

June 14, 2022	- Workshop Session
	- Special Meeting
June 28, 2022	- Workshop Session
	Regular Meeting

2. The Superintendent recommends approval of the monthly financial statement for June 2022.

3. The Superintendent presents the following bills for the period June 1-30, 2022:

General Checking Account		
General Fund 1000	$	757,442.31
LCI Fund 3200		117,928.20
Food Service Fund 4100		82,238.50
Federal Fund 4200		111,015.18
Elem & Sec School Emerg Relief Fund 4410		2,284.06
Other Cares Act Relief Fund 4420		43,654.16
ESSER II Fund 4430		6,080.88
ESSER III - ARP 4450		471,084.70
OTHER ARP ACT RELIEF 4460		41,079.51
	$	1,632,807.50

Payroll Checking Account	
General Fund 1000	$ 4,084,607.70
Food Service Fund 4100	167,329.22
Federal Fund 4200	413,303.12
Other Cares Act Relief Fund 4420	3,795.81
ESSER II Fund 4430	54,822.68
ESSER III - ARP 4450	16,560.54
OTHER ARP ACT RELIEF 4460	3,011.40
	$ 4,743,430.47
Total	$ 6,376,237.97

4. The Superintendent recommends approval of the following budget amendment(s) for fiscal year 2021-2022:

General	LCIF	Special Revenues
I-12	III-12	IV-12/Federal
		IV-10/Food Service
		IV-10/Other Cares

5. The Superintendent recommends approval for disposal of property as per the attached Property Disposition Form dated July 26, 2022. **(pg. 48)**

6. The Superintendent recommends approval of the following contracts/agreements for the 2022-2023 school year: (RENEWAL) (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2023-76 Career Pathways Articulation Agreement between District School Board of Hamilton County and Suwannee County School Board, through RIVEROAK Technical College, for Culinary Arts-Program of Study: Professional Culinary Arts and Hospitality; Digital Information Technology-Program of Study: Digital Design 1 and Medical Administrative Specialist; and Nursing Assistant (Acute and Long Term Care)-Program of Study: Patient Care Technician and Practical Nursing (*Renewal/Revised*) **(pgs. 49-62)**

#2023-77	Career Pathways Articulation Agreement between District School Board of Lafayette County and Suwannee County School Board, through RIVEROAK Technical College, for Culinary Arts-Program of Study: Professional Culinary Arts and Hospitality; Web Development-Program of Study: Digital Design 1 and Medical Administrative Specialist; and Nursing Assistant (Acute and Long Term Care)-Program of Study: Patient Care Technician and Practical Nursing (*Renewal/Revised*) **(pgs. 63-76)**
#2023-78	Career Pathways Articulation Agreement between District School Board of Madison County and Suwannee County School Board, through RIVEROAK Technical College, for Culinary Arts-Program of Study: Professional Culinary Arts and Hospitality; Digital Design-Program of Study: Digital Design 1 and Medical Administrative Specialist; Digital Information Technology-Program of Study: Digital Design 1 and Medical Administrative Specialist; and Nursing Assistant (Acute and Long Term Care)-Program of Study: Patient Care Technician and Practical Nursing (*Renewal/Revised*) **(pgs. 77-90)**
#2023-79	Career Pathways Articulation Agreement between District School Board of Taylor County and Suwannee County School Board, through RIVEROAK Technical College, for Culinary Arts-Program of Study: Professional Culinary Arts and Hospitality; Digital Design-Program of Study: Digital Design 1 and Medical Administrative Specialist; and Digital Information Technology-Program of Study: Digital Design 1 and Medical Administrative Specialist (*Renewal/Revised*) **(pgs. 91-102)**
#2023-82	Agreement between the School Board of Suwannee County, Florida, and the Suwannee County Sheriff's Office to hire eight, and up to nine, full-time School Resource Officers for the 2022-2023 school year (*Renewal*) **(pgs. 103-107)**
#2023-84	Inter District Private School Services Agreement 2022-2023 between the Suwannee County School District and the Columbia County School District Title I Programs (*Renewal*) **(pgs. 108-112)**

#2023-85 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida, and Positive Behavior Supports Corp. to provide educational consulting services (*Renewal/Revised*) (Note: This contract replaces Contract #2022-72, which was previously Board approved on June 28, 2022) **(pgs. 113-140)**

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

Site	Item	Donor
SHS Football (Locker Room)	Cash Donation ($23,558)	Anonymous
SHS Baseball (Boys State)	Cash Donation ($3,000)	Anonymous
SMS Football Boosters	Cash Donation ($1,000)	Todd Frier
SMS Football Boosters (Jerseys)	Cash Donation ($1,750)	Herbert C. Mantooth, DDS, PA
SMS Football Boosters	Cash Donation ($1,700)	Southern Loving Care, Inc.

8. The Superintendent recommends approval of the following student transfers for the 2022-2023 school year. Parents will provide transportation.

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Brandon	Bandy	Suwannee	Columbia	K
Cohen	David	Suwannee	Columbia	12
Damien	Messer	Suwannee	Columbia	1
Zoey	Messer	Suwannee	Columbia	5
Weylin	Norris	Suwannee	Lafayette	K
Zimora	Owens	Suwannee	Columbia	11
Jose	Resendiz	Suwannee	Columbia	K
Sophie	Skawienski	Suwannee	Lafayette	K
Riya	Thakor	Suwannee	Hamilton	K
Josie	Watson	Suwannee	Lafayette	K

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Jovidica	Jones	SHS	BHS	12

9. Expulsion

   a. **Case #2021-2022-39**: The Superintendent recommends approval of the Hearing Officer's Recommended Order, dated June 27, 2022, not expelling the student. (*Final Action*)

10. Human Resources Transactions **(pgs. 141-146)**

REGULAR AGENDA

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

   #5.1001 Corporal Punishment (*For Review/Information*)
   #6.15 Education Paraprofessionals and Aides (*Revised*)

2. The Superintendent recommends approval to advertise additions and revisions to the Suwannee County Board Policy Manual as follows:

   #3.06 Safe and Secure Schools (*Revised*) **(pgs. 147-156)**
   #3.141 Suicide Prevention (*Revised*) **(pgs. 157-159)**
   #3.25 Background Screenings for Contractors (*Revised*) **(pgs. 160-162)**
   #4.12 Instructional Materials (*Revised*) **(pgs. 163-171)**
   #4.13 Educational Media Materials Selection (*Revised*) **(pgs. 172-178)**
   #5.03 Student Assignment (*Revised*) **(pgs. 179-181)**
   #5.031 Student Out of Zone Transfers/Choice (*Revised*) **(pgs. 182-187)**
   #5.033 Controlled Open Enrollment (*Revised*) **(pgs. 188-190)**
   #5.121 Use of Time Out, Seclusion and Physical Restraint for Students with Disabilities (*Revised*) **(pgs. 191-194)**
   #5.241 Parental Access to Information (*Revised*) **(pgs. 195-196)**
   #5.28 School Health Services (*Revised*) **(pg. 197)**
   #6.103 Appointment or Employment Requirements (*Revised*) **(pgs. 198-205)**
   #6.39 Report of Misconduct (*Revised*) **(pgs. 206-209)**
   #6.42 Records and Reports (*Revised*) **(pg. 210)**

3. The Superintendent recommends approval for out-of-district travel for School Board Members to attend conferences/meetings for the 2022-2023 school year, when the cost exceeds $500, for official school district business and complies with the rules of the State Board of Education.

4. The Superintendent recommends approval of the 2022-2026 Five Year Florida Department of Education K-12 Educational Plant Survey (Note: A copy is available for review in the office of the Director of Facilities.)

5. The Superintendent recommends approval of the Suwannee County School District English Language Learners (ELL) Plan (Note: A copy is available for review in the office of the Director of Student Services.)

6. The Superintendent recommends approval of the Suwannee County School District Mental Health Assistance Allocation Plan for 2022-2023 (Note: A copy is available for review in the office of the Director of Student Services.)

7. The Superintendent recommends approval of the following form:

   #5100-102 Parental Consent for School Health Services **(pg. 211)**

8. Legal Counsel's Report

9. Superintendent's Report

10. Issues and concerns Board members may wish to discuss

End of Agenda

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
June 14, 2022

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Norman Crawford, Ed daSilva, and Ronald White (arrived at 9:24 a.m.), along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officers Marsha Brown and Vickie DePratter, and Secretary to the Superintendent/School Board Robinette Odom. School Board member Tim Alcorn was absent.

Administrators and others present: Hunter Abercrombie, Mindy Ahrens, Jennifer Barrs, Jennifer Beach, Walter Boatright, Amy Boggus, Michael Braun, Ethan Butts (arrived at 9:32 a.m.), Leigh Femald, Janene Fitzpatrick, Lisa Garbett (arrived at 9:05 p.m.), Malcolm Hines, Michele Howard (arrived at 9:04 a.m.), Teri Jones (arrived at 11:00 a.m.), Carl Manna (arrived at 9:38 a.m.), Dee Dee McManaway, Angie Stuckey, Marsha Tedder, and Kelly Waters. Becky Skipper, Grow SCSB Wellbeing Coordinator (arrived at 11:00 a.m.), was also present.

Chairman Taylor called the meeting to order at 9:00 a.m., and led the pledge.

Interim Assistant Superintendent of..... Jennifer Barrs
Instruction/Curriculum and Instruction Department Update

- School Calendar for 2022-2023
- School Calendar for 2023-2024

Ms. Fitzpatrick presented two revised versions of the 2022-2023 School Calendar. Calendar A showed spring break being moved to the week of April 17. Calendar B showed spring break being moved to the week of March 20. Ms. Fitzpatrick shared that last Thursday DOE notified the District that third grade testing will be in May, so third grade testing will not be an issue. She advised that the Calendar Committee's recommendation is Calendar A. She stated the current 2022-2023 Board approved Calendar has spring break the week of April 24. The consensus of the Board was to go with Calendar B, moving spring break to the week of March 20.

Ms. Fitzpatrick presented two versions of the 2023-2024 School Calendar. Calendar A showed spring break as the week of April 15, and Calendar B showed spring break as the week of March 18. The consensus of the Board was to go with Calendar B.

Ms. Barrs discussed the New Worlds Reading Initiative. She stated the Initiative went into effect in July of last year and that it requires parents to enroll electronically. Ms. Barrs advised that the District receives reports from the State regarding participation and that she can bring an update in the Fall.

(Note: Mr. White is now present at the workshop during Ms. Barrs' presentation.)

Assistant Superintendent of .....Malcolm Hines
Administration Department Update

- Policy Updates **(pgs. 2-6)**

Mr. Hines reviewed the following policies:

#5.1001	Corporal Punishment – Mr. Hines advised that Florida Statutes require the District to review this policy every three years.
#6.15	Education Paraprofessionals and Aides – Mr. Hines stated that the passing score in Section 1B needs to be amended to enable more persons to be eligible.

Mr. Hines stated that an in-depth update regarding Food Service is planned for July.

Ms. DePratter advised that the May revenue for Food Service is estimated at $400,000.

Mr. Braun, new Food Service Director, provided a department update. He stated that the District is in a difficult situation that will only worsen for the 2023-2024 school year. He stated the key will be getting 100% student participation, pointing out that in the 2021-2022 school year, student participation for breakfast was only 30% to 40%, and student participation at the secondary level is a challenge.

Mr. Braun shared that the District must be creative in order to get out of this crisis, and he is exploring all options available, including a power-buying group out of Jacksonville, through SYSCO, consisting of approximately 30 Florida school districts. He added that global conditions, fuel prices, etc. are affecting food supply, but that he is committed to finding solutions. Plans are to provide a PowerPoint presentation to the Board at the July Workshop.

Mr. Roush stated that a meeting was held yesterday to brainstorm ideas for Food Service. He stated there has been no consistency in cafeterias in the District as to when they shut down for breakfast in the morning; some offer a grab and go for students. Food Service is working with Transportation to get kids there in the morning and to keep cafeterias open until after the tardy bell rings in order to get kids fed.

Mr. Braun stated he would like feedback from principals on how to serve elementary schools. He shared that because of turnover, a lot of people don't know how Food Service functioned before Covid.

Mr. Roush stated there is a need to rebrand our Food Service and that visual tools at school drop-off locations could be an option. He advised that there is an audit coming in April 2023. Mr. Roush stated that as the situation unfolds, the District may have issues that are no fault of the new Food Service Department administration.

Mr. Crawford stated that this is a global issue; everyone is going through it. He believes it would be beneficial to talk to smaller counties to see what they are doing.

Mr. Braun stated he has been in touch with Baker and Wakulla Counties and that he attended a recent food service conference. He added that State funding requires that school districts jump through numerous hoops.

Facilities Department Update.....Ethan Butts

Mr. Butts provided a handout from Ashford Services, Inc. showing a substantial price increase for the coming school year. The Board discussed inventory control.

Mr. Butts advised that some summer projects have had to be canceled because of challenges regarding material availability/pricing (SMS Building 9 HVAC project, SMS Chiller, pole barn/Ag barn in Branford, several small projects, etc.).

Human Resources Department Update ..... Walter Boatright

- ESS Contract Addendum **(pgs. 7-9)**

Mr. Boatright spoke regarding the lack of work force that Mr. Hines mentioned earlier in the Workshop; he believes the shortage will continue to increase. He advised that immediately after spring break, his department started advertising for teaching positions, and for that reason, he feels the District is in very good shape for this time of year. Mr. Boatright stated he believes one contributing factor to the problem is that our major colleges and universities have gotten out of the field of education and become more technological and research oriented. He added that many elementary teachers hired in the District came from St. Leo University and Florida Gateway College and that the Para to Pro Program has also helped to sustain the District.

Other options including the VISA cultural exchange were discussed.

Mr. Boatright stated we will be seeing changes in DOE teaching certification requirements, which will help districts meet current needs.

At the last Special Meeting, Mr. Boatright stated he had indicated he would be bringing an addendum to the ESS Contract to increase the hourly wage to $15 per hour and would also be adding RN and LPN substitute positions. He stated these would be the same rates that are in the salary schedule for substitute nurses, if the District is able to recruit them. Mr. Boatright advised that the addendum is scheduled for action at the June 28 regular meeting.

Wellness Program Update.....Becky Skipper

Ms. Skipper provided a PowerPoint presentation and answered questions from Board members. Mr. Taylor stated he would like to make the information contained in the presentation accessible to District personnel. Mr. daSilva stated it may be helpful to have this information provided in the form of visual tools at the new Employee Wellness Center. Ms. Skipper stated she would be glad to provide the presentation at school Professional Development (PD) days. It was also suggested that Mr. Vickers, Community Relations Specialist, create a video.

Superintendent Update ..... Ted Roush

Mr. Roush provided updates on the following:

- In the past DOE has not provided technical assistance regarding new legislative issues, but there is a renewed commitment to do that; he is encouraged by the new Education Commissioner. More information is needed from DOE regarding new bills, including HB1557, the Parental Rights and Education Bill, so that the District stays on the right side of the law. We will need to look at existing procedures and policies to ensure the District is in compliance.
- Florida Statutes require that the Board hold the Reorganization Meeting in November of each year. The Board needs to decide if it would like to hold the Regular Board Meeting on November 15, 2022, and come back for the Reorganization Meeting on Tuesday of Thanksgiving week, or push the Regular Board Meeting and Reorganization Meeting to November 29, 2022. In light of a recent legal opinion from School Board Attorney Leonard Dietzen's office, as well as information gathered at the latest FSBA Conference, the consensus of the Board was to hold both the Regular Meeting and Reorganization Meeting on November 29.
- More information is coming regarding the two properties in Branford that the Board expressed interest in purchasing at its May 24 meeting.
- This is Walter Boatright's last Board Workshop, and it is also Hunter Abercrombie's last one, as both are leaving the District. Mr. Roush, Board members, and Mr. Dietzen thanked Mr. Boatright and Mr. Abercrombie for their service and gave their well wishes.
- The draft TRIM calendar was distributed, and Ms. DePratter spoke briefly concerning the calendar.
- The RFP for Employee Wellness Center services is out. More information will be brought to the Board at a later date.
- A Food Service Department update is coming in July; Mr. Braun brings business knowledge to the department as he tackles the current crisis.
- RIVEROAK's Patient Care Tech graduation will be held at the Church of God tonight at 5:30.
- The District will be taking a closer look at achievement levels from the 2021-2022 school year in terms of academic performance, as it relates to school grades. Single grade level for English/Language Arts (ELA) achievement for third graders did not stack up well this year; the District ranks 9 out of the 13 NEFEC school districts. In terms of percentages of students who scored a 3 or above, results from our elementary schools are as follows: Springcrest Elementary fell from 51% to 40%; Suwannee Pineview fell from 56% to 53%; Branford Elementary fell from 66% to 54%; and Suwannee Riverside increased from 43% to 55%. The District should receive the completed report in the next two weeks.

The workshop adjourned at 12:02 p.m.

SUWANNEE COUNTY SCHOOL BOARD
SPECIAL MEETING
June 14, 2022

MINUTES

The Suwannee County School Board met in Special Session on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Norman Crawford, Ed daSilva, and Ronald White, along with Superintendent Ted Roush, School Board Attorney Leonard Dietzen, Chief Financial Officers Marsha Brown and Vickie DePratter, and Secretary to the Superintendent/School Board Robinette Odom. School Board member Tim Alcorn was absent.

Chairman Taylor called the meeting to order at 12:03 p.m.

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

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

   a. Issue a new card for Michael Braun, Director of Food Service, in the amount of $5,000
   b. Cancel the current card issued to Lisa Dorris (Card #X4748)

   MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. daSilva, second by Mr. White, for approval of the following expulsion case:

   #2021-2022-52 Expulsion of the student through the remainder of the 2021-2022 school year and all of the 2022-2023 school year. (*Final Action*)

   MOTION CARRIED UNANIMOUSLY

3. MOTION by Mr. daSilva, second by Mr. Crawford, for approval of the following personnel item for the 2021-2022 and 2022-2023 school years:

   a. Overlap two contracts for the Director of Human Resources position. (Note: The overlap will be June 22, 2022, through August 19, 2022.)

   MOTION CARRIED UNANIMOUSLY

4. MOTION by Mr. daSilva, second by Mr. Crawford, for approval of the following curriculum items:

   a. 2022-2023 (*Revised*) School Calendar (*previously discussed in workshop session*)

   MOTION CARRIED three to one; Mr. White voted NO.

5. Discussion and possible action on the following motion that was tabled at the Regular Meeting on April 26, 2022:

   a. **Motion stated**: The Superintendent recommends approval of the 2023-2024 School Calendar (*previously discussed in workshop session*)

   MOTION by Mr. daSilva, second by Mr. Crawford, for approval to remove the above MOTION from the table. MOTION CARRIED UNANIMOUSLY

   MOTION by Mr. Crawford, second by Mr. daSilva, to approve the 2023-2024 School Calendar, with spring break being the third week in March. MOTION CARRIED three to one; Mr. White voted NO.

6. MOTION by Mr. Crawford, second by Mr. daSilva, for approval of the Human Resources Transactions **(pgs. 2-9)**.

   RECOMMENDATIONS FOR THE 2021-2022 SCHOOL YEAR:

   RETIREMENT: ADMINISTRATIVE: (*Presented for information purposes only*)

   District Office:
   J. Walter Boatright Jr., Director of Human Resources, effective August 22, 2022

RECOMMENDATION: INSTRUCTIONAL:

Suwannee Virtual School:
Leslie Munden, Guidance Counselor, effective July 1, 2022
REPLACES: New Position

TRANSFER/REASSIGNMENT:

NAME	FROM: SITE/POSITION	TO: SITE/POSITION	EFFECTIVE
Tamara Boggus	Suwannee High School Assistant Principal	District Wide Resource Teacher	June 1, 2022

RECOMMENDATIONS: NON-INSTRUCTIONAL:

Food Service:
Jeffrey Lee, Assistant Coordinator of Food Service, effective May 23, 2022
REPLACES: Carol Ann Warner

Transportation:
Gary Jaramillo, Bus Driver, effective May 19, 2022
REPLACES: Jerell Anderson

TRANSFERS/REASSIGNMENTS:

NAME	FROM: SITE/POSITION	TO: SITE/POSITION	EFFECTIVE
Janice Lee	Branford Elementary School	Branford Elementary School	April 26, 2022
Melanie Rickett	Suwannee Pineview Elem. Asst. Food Service Manager	Suwanee Pineview Elem. Food Service Manager	April 6, 2022

LEAVE OF ABSENCE: FAMILY MEDICAL LEAVE:

Transportation:
Shirley Ware, Bus Driver Aide, effective April 28, 2022 through May 27, 2022
(With the option to return sooner if released by her doctor)

LEAVE OF ABSENCE: (PERSONAL)

Suwannee Riverside Elementary:
Julie Verdegem, Food Service Worker, effective May 16, 2022 through May 31, 2022, without pay

End of List
2021-2022
School Year

RECOMMENDATIONS FOR THE 2021-2022 SUMMER SCHOOL TERM:

RECOMMENDATIONS: INSTRUCTIONAL:

District Wide:

Approval for Kevin Lewis to work as Credit Recovery Dean at Suwannee High School

Approval for Crystal Bryan to work up to 40 additional hours developing the Mental Health Course, paid from the Mental Health Allocation

Approval for Jimmie Glen Green to work as Drivers Education Teacher

Approval for the following Teachers to work with ESE Consult/Extended Year Program:

Amy Allen
Jazmin Marrero
Melissa McKire
Rebecca Monroe

Approval for the following Teachers to work with Middle/High School Credit Retrieval:

Isaac Chandler
Angela Hester
Frank Hufty
Christina Mosteller
Becky Skipper
Janet Stewart
Benjamin Thomas
Abbey Warren

Approval for the following Teachers to work in the Summer Students in Transition:

Tammy Neil
Cody Wall

Approval for the following Teachers to work in the Summer Migrant Program:

Carlos Diaz
Jazmin Marrero
Cody Wall

Approval for Stefani Santos to work as HOPE teacher at Branford High School

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

Tina Hayes
Victoria Jensen
Julie Klecka (Alternate)
Denah Phillips
Carla Suggs

Approval for the following Teachers to work in the 3rd Grade Summer Reading Camp:

Livesay Boggus
Robyne Edwards
Rhonda Furry
Angela Hester
Marjerian Lewis

Evelyn Arnold (*Alternate*)
Melissa McKire (*Alternate*)

Approval for the following Teachers to work in the summer Suwannee Virtual School Program:

Jeffry Boatright	Alexander Gonzalez	Jasmine Marrero
Pamela Cassube	Angela Hester	Sergio Rodriguez
Jean Eckhoff	Frank Hufty	Kimberly Tuvell
Jimmie Glen Green	Patrick Jernigan	

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Approval for the following Nurses to work in the ESE Extended Year Program:

Patricia Nixon Shalenthia Reynolds

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

Michael Herring Amanda Martin
Hannah Knighton Kelly McManaway

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

Jessica Cabrera Kristin Register

Approval for the following Paraprofessionals to work in the Credit Retrieval District Wide:

Laritta Hunter Michele Lambert Yvette Perez

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

Elizabeth Smith Maritza Torres

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

Tanya Crain	Victoria Jensen	Susan Mowry
Tina Hayes	Jennifer McMillan	Tralene Sasso
Jennifer Hitt	Jessica Melgar	

Food Service:

Approval for the following to work as Managers in the Summer Food Service Program:

Katrina Johnson Janice Lee

Approval for the following to work as Summer Food Service Workers:

Leona Ash	Wendy Jones	Edith Underwood
Diane Chavez	Peggy Mead	William Yates
Daisy Couture	Gloria Presley	

Approval for Teresa Brannan to work as Summer Food Service Monitor

Approval for the following to work as Bus Drivers in the Summer ESE Program:

Sharon Bass Inez Williams

Approval for the following to work as Bus Attendants in the Summer ESE Program:

Mercedes Gervacio Debra Hill

Approval for the following to work as Bus Driver for Students in Transition:

Shateea Hughes

Approval for the following to work as Substitute Bus Attendant:

Traci Whitten

End of Summer Term List
2021-2022
School Year

RECOMMENDATIONS FOR THE 2022-2023 SCHOOL YEAR:

CONTRACT RECOMMENDATIONS:

ADMINISTRATIVE CONTRACTS:

	TERM
Jennifer Barrs	12
Susan Bass	12
J. Walter Boatright Jr. *(Recommended through August 19, 2022)*	12
Michael Braun	12
Marsha Brown	12
Ethan Butts	12
Jimmy Cherry II	12
Leigh Fernald	12
Janene Fitzpatrick	12
Ronald Gray	12
Angel Hill	12
Malcolm Hines	12
Michele Howard	11
Elizabeth Johnston	12

Natasha Pittman	12
Kecia Robinson	12
Keith Stavig	12
Angelia Stuckey	12
Kelly Waters	12
Jimmy Wilkerson	12
Joshua Williams	12
Kelli Williams	12
James Wilson *(Recommended through September 30, 2022)*	12

SCHOOL ADMINISTRATORS:

	TERM
Melinda Ahrens	12
Jennifer Beach	12
Amy Boggus	12
Katrina Bius-Walker	12
Stephenie Busch	12
Gary Caldwell	12
Keith Cherry	12
Darrell Curls	12
Perry Davis	12
Cara Disken	12
Lisa Garbett	12
Lisa Garrison	12
Traci Green	12
Terry Huddleston	12
Mary Keen	12
Carl Manna	12
Audrey Marshall	12
Deidre McManaway	12
Marsha Tedder	12
Julia Ulmer	12
Laura Williams	12

ANNUAL INSTRUCTIONAL CONTRACTS:

	TERM
Branford Elementary School:	
Crystal Brown	10
Sabrina Harrell	10
Jennifer Richer	10
Kimberly Williams	10
Branford High School:	
William Wiles	10

District Wide:	
Keri Bean	10
Tamara Boggus	12
Suwannee High School:	
Justin Bruce	10
Daniel Marsee	10
Christina Mosteller	10
Suwannee Middle School:	
Andrew Chapman	10
Alyssa Hahn	10
Suwannee Pineview Elementary:	
Kimberly Buchanan	10
April Crawford	10
Tralene Sasso	10
Taelyn Smith	10
Suwannee Riverside Elementary:	
Skyler Phillips	10
Suwannee Springcrest Elementary:	
Brooklyn Ross	10
Marie Warren	10

PROFESSIONAL SERVICE CONTRACT (Renewal):

	TERM
Branford Elementary School	
Melissa Holtzclaw	10
Suwannee High School:	
Jimmie Glen Green	10
Suwannee Pineview Elementary:	
Matthew Campbell	10
Jennifer Wooley	11
Suwannee Springcrest Elementary:	
Shannon Daniel	10

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

The following contract and term status are granted as indicated below:
Job titles are 2022-2023 appointments and for placement on a salary schedule:

Name	Position	School/Site	Contract	Term
Heather Ayala	Paraprofessional	Suwannee Springcrest Elem.	A	09
James Barton	Bus Driver	Transportation	A	09
Alexis Burgos	Custodian	Suwannee Springcrest Elem.	A	12
Gary Jaramillo	Bus Driver	Transportation	A	09
Jaxon Sansouci	Paraprofessional	Suwannee Opportunity Schol	A	09

End of School Year
2022-2023
School Year

MOTION CARRIED UNANIMOUSLY

The meeting adjourned at 12:18 p.m.

SUWANNEE COUNTY SCHOOL BOARD
WORKSHOP SESSION
June 28, 2022

MINUTES

The Suwannee County School Board met in Workshop Session on this date in the School Board Meeting Room, 1740 Ohio Avenue, South, Live Oak, Florida. School Board members present were Chairman Jerry Taylor, Tim Alcorn, Norman Crawford, and Ed daSilva, along with Chief Financial Officers Marsha Brown and Vickie DePratter, Secretary to the Superintendent/School Board Robinette Odom, and Secretary for Administration Debra Ross (arrived at 2:27 p.m.). Assistant Superintendent Malcolm Hines sat in for Superintendent Ted Roush, who was absent. School Board Member Ronald White and School Board Attorney Leonard Dietzen were also absent.

Administrators and others present: Jennifer Barrs (arrived at 2:13 p.m.), Michael Braun, Bill Brothers, Darrell Curls, Leigh Fernald, Janene Fitzpatrick, Ronnie Gray, Angel Hill, Elizabeth Johnston, Mary Keen, Jeff Lee, Kecia Robinson, UTSC President Eric Rodriguez, Keith Stavig, and Angie Stuckey, and Kelly Waters (arrived at 2:13 p.m.).

Chairman Taylor called the meeting to order at 2:00 p.m., and led the pledge.

Ms. Brown provided an overview of the budget process and the proposed 2022-2023 Federal Budget.

Budget Presentations for 2022-2023 .....Marsha Brown, CFO/ Directors/Coordinators

The following proposed Federal Budgets for 2022-2023 were reviewed:

- Perkins Grants ..... Mary Keen
- 21st CCLC; Title IV ..... Keith Stavig
- Title V ..... Angie Stuckey
- IDEA ..... Kelly Waters
- Title I/Migrant; Title III; Title IX/Homeless ..... Angel Hill
- Title I ..... Kecia Robinson
- Title II ..... Jennifer Barrs
- Food Service ..... Mike Braun

The workshop adjourned at 3:44 p.m.

SUWANNEE COUNTY SCHOOL BOARD
REGULAR MEETING
June 28, 2022

MINUTES

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

District School Resource Officer Lee Willis and UTSC President Eric Rodriguez were also present.

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

Student remarks and pledge to the flag by RIVEROAK Technical College Practical Nursing Program student volunteers.

Special Recognition by the Superintendent

- 2021-2022 Retiree Recognition (*Teachers, Paras, and Bus Drivers*)

- NEFEC Regional Principal Leadership Academy
  Dee Dee McManaway, Branford Elementary School Principal

- RIVEROAK Technical College
  - SkillsUSA State Competition
    - Byron Chancey – 1st Place in Electrical
    - Justin Reynolds – 1st Place in Automotive Collision (*Unable to attend*)
    - Braxton Townsend – 1st Place in Masonry

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.)

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

MOTION by Mr. daSilva, second by Mr. White, for approval of the Consent Agenda, along with the following changes:

- Page 610, under Recommendations: Non-Instructional/School Related, delete Jessica Cabrera, as she will be brought back on the next agenda with a revised start date.
- Page 611, under Recommendations: Instructional, Dena Phillips should be Denah Phillips.

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. 14-51)

May 10, 2022	- Workshop Session
	- Special Meeting
	- Expulsion Issues Hearing
May 24, 2022	- Public Hearing
	- Regular Meeting

2. Approval of the monthly financial statement for May 2022.

3. The Superintendent presents the following bills for the period May 1-31, 2022:

General Checking Account		
General Fund 1000	$	720,081.68
LCI Fund 3200		98,828.64
Other Capital Projects 3910		35.49
Food Service Fund 4100		194,432.56
Federal Fund 4200		75,980.60
Other Cares Act Relief Fund 4420		16,914.57
ESSER II Fund 4430		20,206.05
ESSER III – ARP		49,548.44
Other ARP Act Relief 4460		30,784.11
	$	1,206,812.14
Payroll Checking Account		
General Fund 1000	$	5,430,019.40
Food Service Fund 4100		264,914.56
Federal Fund 4200		558,870.27
Other Cares Act Relief Fund 4420		3.247.24
ESSER II Fund 4430		126,759.63
	$	6,383,811.10
Total	$	7,590,623.24

4. Approval of the following budget amendments for the fiscal year 2021-2022:

General	LCIF	Special Revenues
		IV-2/ARP
		IV-5/ESSER II
		IV-2/ESSER III
		IV-11/Federal
I-11	III-11	IV-9/Food Service
		IV-9/Other Cares
		IV-1/Other CRRSA

5. Approval for disposal of property as per the attached Property Disposition Form dated June 28, 2022. **(pgs. 52-54)**

6. Approval of the following contracts/agreements for the 2022-2023 school year (RENEWAL): (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2023-09	Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida, and Catherine Cason (*Renewal*) **(pgs. 55-67)**
#2023-12	Memorandum of Agreement between the State of Florida Department of Health and the Suwannee County School Board for the Provision of School Health Services in Suwannee County (*Renewal*) **(pgs. 68-74)**
#2023-13	Contract for Services Agreement between Allied Instructional Services, LLC and Suwannee County School District (*Renewal/Revised*) **(pgs. 75-90)**
#2023-14	Clinical Education Agreement between the Suwannee County School Board Medical Secretary Program and Dr. Anjana Rana, MD, and Dr. Brij Rana, MD, Jasper, Florida (*Renewal*) **(pgs. 91-97)**
#2023-15	Clinical Education Agreement between the Suwannee County School Board Medical Secretary Program and ACV Health Services, LLC, Dowling Park, Florida (*Renewal*) **(pgs. 98-104)**
#2023-16	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Dr. Anjana Rana, MD, and Dr. Brij Rana, MD, Jasper, Florida (*Renewal*) **(pgs. 105-111)**
#2023-17	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Family Life Care, Inc., Live Oak, Florida (*Renewal*) **(pgs. 112-118)**
#2023-18	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Andres R. Villar, MD PA d/b/a Children's Medical Center, Branford, Lake City, and Live Oak, Florida (*Renewal*) **(pgs. 119-125)**
#2023-19	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Consulate Healthcare Baya Pointe Health and Rehabilitation Center, Lake City, Florida (*Renewal*) **(pgs. 126-136)**
#2023-20	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and North Central Florida Hospice, Inc. d/b/a Haven Hospice (*Renewal*) **(pgs. 137-143)**

#2023-21	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Smith & Sorenson, LLC d/b/a Rising Oaks Assisted Living, Live Oak, Florida (*Renewal*) **(pgs. 144-150)**
#2023-22	Clinical Education Affiliation Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Sorensen Smith and Bay, LLC d/b/a Homewood Lodge ALF (*Renewal*) **(pgs. 151-158)**
#2023-23	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Lafayette Nursing and Rehabilitation, Mayo, Florida (*Renewal*) **(pgs. 159-165)**
#2023-24	Clinical Education Affiliation Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Lake City Surgery Center, LLC, Lake City, Florida (*Renewal*) **(pgs. 166-172)**
#2023-25	Clinical Education Agreement between Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Madison Health & Rehabilitation Center, Madison, Florida (*Renewal*) **(pgs. 173-179)**
#2023-26	Clinical Education Affiliation Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Pine House Inc. d/b/a Oakridge (*Renewal*) **(pgs. 180-186)**
#2023-27	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Dr. Bienvenido Samera, MD PA, Branford, Florida (*Renewal*) **(pgs. 187-190)**
#2023-28	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Hamilton Health Enterprises, Inc. d/b/a Suwannee Valley Nursing Center, Jasper, Florida (*Renewal*) **(pgs. 191-199)**
#2023-29	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Emory Medical Corporation d/b/a Women's Center of Florida (*Renewal*) **(pgs. 200-206)**

#2023-30	Clinical Education Agreement between Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Little Pine Pediatrics, PLLC, Madison, Alachua, Monticello, and Perry, Florida (*Renewal*) **(pgs. 207-213)**
#2023-31	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Airport Clinic Inc. (*Renewal*) **(pgs. 214-220)**
#2023-32	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Solaris Healthcare Lake City, LLC, Lake City, Florida (*Renewal*) **(pgs. 221-227)**
#2023-33	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and Suwannee Operating Investments, LLC d/b/a Bedrock Rehabilitation and Nursing Center at Suwannee (Healthcare Agency), formerly NF Suwannee, LLC d/b/a Suwannee Health and Rehabilitation Center, Live Oak, Florida (*Renewal/Revised*) **(pgs. 228-241)**
#2023-34	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs and RES-CARE Lake City, Florida (*Renewal*) **(pgs. 242-248)**
#2023-36	Clinical Education Agreement between Shands Teaching Hospital and Clinics, Inc. d/b/a UF Health Shands Hospital and the Suwannee County School Board Patient Care Technician and Practical Nurse Education Programs (*Renewal*) **(pgs. 249-254)**
#2023-37	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician, Practical Nurse Education, and Phlebotomy Programs and ACV Health Services, LLC, Dowling Park, Florida (*Renewal*) **(pgs. 255-261)**
#2023-38	Clinical Education Agreement between Suwannee County School Board Patient Care Technician, Practical Nurse Education, and Phlebotomy Programs and M.O.S., LLC d/b/a Down Home Medical (*Renewal*) **(pgs. 262-268)**
#2023-39	Clinical Education Agreement between the Suwannee County School Board Phlebotomy Program and Madison County Memorial Hospital (*Renewal*) **(pgs. 269-275)**

#2023-40	Clinical Education Agreement between Suwannee County School Board Certified Nursing Assistant Program (Suwannee High School) and Suwannee Operating Investments, LLC d/b/a Bedrock Rehabilitation and Nursing Center at Suwannee (Healthcare Agency), formerly NF Suwannee, LLC d/b/a Suwannee Health and Rehabilitation Center, Live Oak, Florida (*Renewal/Revised*) **(pgs. 276-289)**
#2023-41	Clinical Education Affiliation Agreement between the Suwannee County School Board Pharmacy Technology Program and Baya Pharmacy, Baya Drive, Lake City, Florida (*Renewal*) **(pgs. 290-296)**
#2023-42	Clinical Education Affiliation Agreement between the Suwannee County School Board Pharmacy Technology Program and Baya Pharmacy, U.S. 90, Lake City, Florida (*Renewal*) **(pgs. 297-303)**
#2023-43	Clinical Education Affiliation Agreement between the Suwannee County School Board Pharmacy Technology Program and Cheek & Scott Drugs, Inc., Live Oak, Lake City, and Jasper, Florida (*Renewal*) **(pgs. 304-310)**
#2023-44	Clinical Education Affiliation Agreement between the Suwannee County School Board Pharmacy Technology Program and North Florida Pharmacy, Inc., Lake City-SW Main Blvd., Branford, Lake City-Highway 90 West, and Mayo (*Renewal*) **(pgs. 311-317)**
#2023-45	Clinical Education Affiliation Agreement between the Suwannee County School Board Pharmacy Technology Program and Walgreen Company, Lake City, Florida (*Renewal*) **(pgs. 318-324)**
#2023-46	Clinical Education Affiliation Agreement between the Suwannee County School Board Pharmacy Technology Program and Walgreen Company, Live Oak, Florida (*Renewal*) **(pgs. 325-331)**
#2023-47	Clinical Education Affiliation Agreement between the Suwannee County School Board Pharmacy Technology Program and Advent Christian Village, Inc. (*Renewal*) **(pgs. 332-338)**
#2023-48	Affiliation Agreement between the Suwannee County School Board and Cheek Pharmacy, Inc., Cross City, Florida (*Renewal*) **(pgs. 339-345)**

#2023-49	Affiliation Agreement between the Suwannee County School Board and Southeastern Grocers, Inc., d/b/a Winn-Dixie Pharmacy, Live Oak, Lake City, and Madison, Florida (*Renewal*) **(pgs. 346-352)**
#2023-50	Clinical Education Affiliation Agreement between the Suwannee County School Board Surgical Technology Program and Doctor's Memorial Hospital Inc., Perry, Florida (*Renewal*) **(pgs. 353-359)**
#2023-51	Clinical Education Agreement between the Suwannee County School Board, through RIVEROAK Technical College, Surgical Technology Program and Gregory Gaines, M.D. d/b/a Gaines Plastic Surgery, Gainesville, Florida (*Renewal*) **(pgs. 360-366)**
#2023-52	Agreement between the Suwannee County School Board and Valdosta Orthopedic Associates (VOA) Ambulatory Surgery Center (Healthcare Agency), Valdosta, Georgia, for RIVEROAK Technical College Surgical Technology Program (*Renewal*) **(pgs. 367-373)**
#2023-53	Affiliation Agreement between the Suwannee County School Board, through RIVEROAK Technical College, and Baptist Health System, Inc. (*Renewal*) **(pgs. 374-384)**
#2023-54	Clinical Education Affiliation Agreement between the Suwannee County School Board Surgical Technology Program and Lake City Surgery Center, LLC, Lake City, Florida (*Renewal*) **(pgs. 385-391)**
#2023-55	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician, Phlebotomy, Medical Administrative Assistant, and Practical Nurse Education Programs and Southern Medicine Primary and Urgent Care, Inc., Live Oak, Florida (*Renewal*) **(pgs. 392-398)**
#2023-56	Clinical Education Agreement between the State of Florida, Department of Health, Suwannee County Health Department and Suwannee County School Board for RIVEROAK Technical College Health Care Profession Programs (*Renewal*) **(pgs. 399-405)**
#2023-57	Agreement between the School Board of Suwannee County and Suwannee Valley Community Coordinated Child Care, Inc. (SV4Cs) for the Teen Parent Program (*Renewal*) **(pgs. 406-411)**
#2023-58	Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida, and Palmer Physical Therapy, LLC (*Renewal*) **(pgs. 412-423)**

#2023-59 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida, and Resolutions in Special Education, Inc. (*Renewal*) **(pgs. 424-437)**

#2023-60 2022-2023 Career Dual Enrollment Articulation Agreement between the Hamilton County School Board and the Suwannee County School Board through RIVEROAK Technical College (*Renewal*) **(pgs. 438-448)**

#2023-61 2022-2023 Career Dual Enrollment Articulation Agreement between the Lafayette County School Board and the Suwannee County School Board through RIVEROAK Technical College (*Renewal*) **(pgs. 449-459)**

#2023-62 2022-2023 Career Dual Enrollment Articulation Agreement between the Madison County School Board and the Suwannee County School Board through RIVEROAK Technical College (*Renewal*) **(pgs. 460-470)**

#2023-63 2022-2023 Career Dual Enrollment Articulation Agreement between the Suwannee County School Board and RIVEROAK Technical College (*Renewal*) **(pgs. 471-482)**

#2023-69 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County and Tracy Henderson to provide educational consulting services (*Renewal/Revised*) **(pgs. 483-508)**

#2023-70 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida and H2 Holdco Inc. for athletic training services (*Renewal/Revised*) **(pgs. 509-539)**

#2023-71 North East Florida Educational Consortium (NEFEC) 2022-2023 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. 540-581)**

- NEFEC Resolution
- NEFEC Main Contract #731-23-051
- NEFEC Instructional Services Program (ISP), Attachment #23-051-A1 to Contract #731-23-051 (Assistant Superintendent of Instruction, Designee)
- NEFEC Enterprise Resource Software Products/Skyward, Attachment #23-051-A6 to Contract #731-23-051 (Educational Technology Services)

- NEFEC Building Code Administrator, Attachment #23-051-A27 to Contract #731-23-051 (Director of Facilities, Designee)
- NEFEC Human Resources Management Network Services and Related Support Services, Attachment #23-051-A43 to Contract #731-23-051 (Director of Human Resources, Designee)

#2023-72 Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida, and Positive Behavior Supports Corp. to provide educational consulting services (*Renewal*) **(pgs. 582-595)**

#2023-73 Agreement between the Agency for Health Care Administration and the Suwannee County School District for the Provision and Reimbursement of Administrative Claiming Activities (*Renewal/Revised*) **(pgs. 596-603)**

#2023-74 Addendum to the ESS Southeast, LLC Substitute Staff Placement Agreement between ESS Southeast, LLC and the Suwannee County School District (*Renewal/Revised*) **(pgs. 604-607)**

7. Approval to accept the following donated item:

Site	Item	Donor
Suwannee Riverside Elementary Playground	Cash donation of $1,000	LT Pro Enterprises, LLC

8. Presented for informational purposes out-of-state travel for the employees listed below: (Note: Training is complimentary and will meet ASE requirements for yearly continuing education to maintain Master ASE Training Programs; Perkins funding will support travel expenses.)

Name	Site	Date	Reason	Destination
William "B.J." Blackmon	RTC	07/18-25/2022	Automotive Cont. Ed.	Lima, OH
William "Joe" Ragan	RTC	07/18-25/2022	Automotive Cont. Ed.	Lima, OH

9. Approval of the following student transfers for the 2022-2023 school year. Parents will provide transportation.

District Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Kyler	Bispham	Suwannee	Madison	1
Linas	Budwick	Suwannee	Hamilton	K
Leah	Heehavarria	Suwannee	Hamilton	K
Ariana	Marable	Suwannee	Hamilton	PK
Huntlee "Brim"	Mathis	Suwannee	Lafayette	K
Castin	Mikell	Suwannee	Dixie	K
Anna	Munden	Suwannee	Hamilton	PK
Caelynn	Suarez	Suwannee	Madison	9
Jaiden	Suarez	Suwannee	Madison	10
Ezra	Taber	Suwannee	Columbia	4
Isaac	Taber	Suwannee	Columbia	6
Micah	Taber	Suwannee	Columbia	10
Noah	Taber	Suwannee	Columbia	8
Kasen	Ward	Suwannee	Madison	5

Zone Reassignment:

FIRST NAME	LAST NAME	TO	FROM	GRADE
Wyatt	Davis	SHS	BHS	9
Uriah	Ferguson	SPE	BES	K
Marley	Messer	SPE	BES	PK
Anna	Taylor	BES	SPE	PK

10. Expulsion

a. Case #2021-2022-53: The Superintendent recommends expulsion of the student through the remainder of the 2021-2022 school year and all of the 2022-2023 school year. (*Final Action*)

11. Human Resources Transactions **(pgs. 608-617)**

RECOMMENDATIONS FOR THE 2021-2022 SCHOOL YEAR:

RECOMMENDATIONS: ADMINISTRATIVE:

District Office:
William L. Brothers, Director of Human Resources, effective June 22, 2022
REPLACES: J. Walter Boatright, Jr.

Suwannee Pineview Elementary:
Jennifer Wooley, Assistant Principal, effective July 5, 2022
REPLACES: Perry Davis

RESIGNATIONS: INSTRUCTIONAL: *(Presented for information purposes only)*

Branford High School:
Michelle Roundtree, Teacher, effective June 13, 2022

RIVEROAK Technical College:
Jenna Stratton, Nursing Instructor, effective July 5, 2022

Suwannee Pineview Elementary:
Emily Goss, Teacher, effective June 6, 2022

Suwannee Riverside Elementary:
Tracy Pope, Teacher, effective June 2, 2022

Stephanie Reid, Teacher, effective June 2, 2022

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

Suwannee Riverside Elementary:
Cheri Copeland, Teacher, effective March 28, 2022 (6 hours), and April 14, 2022 (3 hours) for a total of 9 hours

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

Suwannee High School:
Mariena Chandler, Custodian, effective May 23, 2022
REPLACES: Kimberly Wilkinson

Suwannee Springcrest Elementary:
Alexis Burgos, Custodian, effective May 23, 2022
REPLACES: Timothy Rickett

Transportation:
James Barton, Bus Driver, effective May 17, 2022
REPLACES: Joanne Ripley

RESIGNATIONS: NON-INSTRUCTIONAL: *(Presented for information purposes only)*

District Office:
Erika Leak, Administrative Support Specialist, effective August 5, 2022

Food Service:
Renee Hoch, Food Service (3 hour) effective June 1, 2022

TERMINATION:

Suwannee High School:
Zafarys Kennedy, Custodian, effective March 2, 2022 *(Abandoned Position)*

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

Suwannee Middle School:
Verhonda Morris, Paraprofessional, effective March 2, 2022 (3.25 hours)

Suwannee Riverside Elementary:
Jody Ellison, Custodian, effective March 2, 2022 (8 hours), March 3, 2022 (8 hours) and March 4, 2022 (8 hours) for a total of 24 hours

MISCELLANEOUS:

MENTOR	MENTEE	SCHOOL
Cierra Keen	McKenzie Crews	Suwannee Pineview Elementary

SUPPLEMENTARY:

Employee Name	Position	Location
Mark Beach	Assistant Boys' Track Coach	SHS
Justin Bruce	Assistant Varsity Baseball Coach	SHS
Brian Bullock	Head Boys' Track Coach	SHS
Jimmie Glen Green	Head JV Baseball Coach	SHS
Luke Hall	Band Director	SHS
Kevin Lewis	Assistant Girls' Track Coach	SHS
Daniel Marsee	Assistant Boys' Weightlifting Coach	SHS
Timothy Smith	Assistant Varsity Softball Coach	SHS

SUBSTITUTES:

Transportation:

The following to serve as Substitute Bus Attendants:

Marilin Carbonell Lorenzo

Linda White

End of List
2021-2022
School Year

RECOMMENDATIONS: SUMMER TERM 2021-2022:

RECOMMENDATIONS: INSTRUCTIONAL:

Approval for Donald Harrison, Branford High School, Dean, to be paid hourly rate from July 5, 2022 through July 28, 2022 up to 50 additional hours

Approval for William Wiles to work as Drivers Education Teacher

Approval for the following Teachers to work as Site Coordinators in the 21st Century Program:

Staci Greaves	Branford Elementary School
Julie Griswold	Suwannee Springcrest Elementary
Joyce McIntosh	Suwannee Pineview Elementary
Denah Phillips	Branford Elementary School

Approval for the following Teachers to work in the 3rd Grade Summer Reading Camp:

Jennifer Bonds	Tracy Combee	Brooklyn Ross
Emilee Cannon	Jacqueline Glover	Kimberly Williams
Megan Collins	Charlena Land	Sandra Winburn

Jenny Clark *(Alternate)*

Approval for the following to work up to 30 hours completing evaluations and writing IEPs for PreK students:

Holly Marsee	Sheila Watson

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

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

Jessica Anderson	Ellena Huston
Crystal Gill	Heather Marshall

Approval for the following to work as Summer Day Laborer

Chayse Hutchins *(Amended from the May 24, 2022 Agenda)*

End of Summer Term List
2021-2022
School Year

RECOMMENDATIONS FOR THE 2022-2023 SCHOOL YEAR:

RECOMMENDATION: ADMINISTRATIVE:

TRANSFER/REASSIGNMENT:

NAME:	FROM: SITE/POSITION	TO: SITE/POSITION	REPLACES	EFFECTIVE
Perry Davis	Suwannee Pineview Elem. Assistant Principal	Suwannee Middle School Assistant Principal	Hunter Abercrombie	July 5, 2022

RETIREMENT: INSTRUCTIONAL: (*Presented for information purposes only*)

Suwannee High School:
Melinda Griffith, Guidance Counselor, effective July 5, 2022

RECOMMENDATIONS: INSTRUCTIONAL:

Branford Elementary School:
Timothy Grinstead, Teacher, effective August 3, 2022
REPLACES: Tina Roush

Branford High School:
Donald Harrison, Dean, effective August 3, 2022
REPLACES: Michael Braun

Lisa Taber, Teacher, effective August 3, 2022
REPLACES: Courtney Jernigan

District Wide:
Melissa McKire, MTSS Coordinator, effective August 3, 2022
REPLACES: Keri Bean

Audrey Peake, MTSS Coordinator *(Temporary)*, effective August 3, 2022
REPLACES: Candice Land

RIVEROAK Technical College:
Olivia Bruening, Teacher, effective August 3, 2022
REPLACES: New Position *(Temporary)*

Suwannee High School:
Deanna Burkett, Teacher, effective August 3, 2022
REPLACES: Billy Butcher

Justin Bruce, Teacher, effective August 3, 2022
REPLACES: Kevin Lewis

Buddy Coleman, Teacher, effective July 5, 2022
REPLACES: Katheryn Quincey

Deborah Coleman, Teacher, effective July 5, 2022
REPLACES: Travis Tuten

Kevin Lewis, Dean, effective August 3, 2022
REPLACES: Keith Cherry

Clayton McPeak, Teacher, effective August 3, 2022
REPLACES: Luke Hall

Mileydi Perez-Grijalva, Teacher, effective August 3, 2022
REPLACES: Suzanne Tillman

Vance Wiggins, Teacher, effective August 3, 2022
REPLACES: Karen Braun

Suwannee Middle School:
Alyssa Hahn, Teacher, effective August 3, 2022
REPLACES: Danielle Ovando

Bridget McLaughlin, Dean/Guidance Counselor, effective August 3, 2022
REPLACES: Darrell Curls

Cody Menhennett, Teacher, effective August 3, 2022
REPLACES: Ashton Petersen

Suwannee Opportunity School:
Chantal Gustavson, Teacher, effective August 3, 2022
REPLACES: Justin Bruce

Suwannee Riverside Elementary:
Jackson Greene, Teacher (Temporary), effective August 3, 2022
REPLACES: Susan Helvenston

Shannon Jernigan, Teacher, effective August 3, 2022
REPLACES: April Greene

Nicole Hammock, Teacher, effective August 3, 2022
REPLACES: Sharon Georgette Ragan

TRANSFERS/REASSIGNMENTS:

NAME	FROM: SITE/POSITION	TO: SITE/POSITION	REPLACES	EFFECTIVE
Christina McCullers	Suwannee Pineview Elem. Teacher	Suwannee Middle School Teacher	Joy Thomas	August 3, 2022
Brittany Thomas	Suwannee Springcrest Elem. Teacher	Suwannee Riverside Elem. Teacher	Tracy Pope	August 3, 2022
Bethany Byrd	Branford High School Teacher	Suwannee Pineview Elem. ESE Support Facilitator	Melissa McKire	August 3, 2022

RETIREMENT: NON-INSTRUCTIONAL: (*Presented for information purposes only*)

Suwannee Riverside Elementary:
Julie Verdegem, Food Service Worker, effective July 18, 2022

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

District Office:
Laritta Hunter, Administrative Support Specialist, effective August 5, 2022
REPLACES: Erika Leak

Haley Radford, Secretary/Textbook and Certification Contact, effective June 20, 2022
REPLACES: Mary Ann Chaney

Suwannee High School:
Teresa Haderle, Media Clerk, effective August 3, 2022
REPLACES: Patricia Williams

Suwannee Opportunity School:
Jaxon Sansouci, Paraprofessional, effective August 3, 2022
REPLACES: Stephanie Eady

Donna Schiavo, Paraprofessional, effective August 3, 2022
REPLACES: Christina Powell

Suwannee Pineview Elementary:
Kelly Melland, School Nurse, effective August 3, 2022
REPLACES: Pattie Nixon

Kayla Watson, Paraprofessional, effective August 3, 2022
REPLACES: Emilee Cannon

Suwannee Riverside Elementary:
Katie Futch, Bookkeeper, effective July 5, 2022
REPLACES: Debra Gamble

Erika Pepper, School Nurse, effective August 3, 2022
REPLACES: Kelly Melland

Suwannee Springcrest Elementary:
Heather Ayala, Paraprofessional, effective August 3, 2022
REPLACES: Shana Hodge

Transportation:
Sarah Heeley, Bus Driver, effective August 10, 2022
REPLACES: Mary Bartholomew

LEAVE OF ABSENCE: FAMILY MEDICAL LEAVE:

District Wide:
Alyssa Sullivan, Occupational Therapist, effective August 3, 2022 through October 26, 2022

PART-TIME/HOURLY EMPLOYEES:
Approval for the following employees for the 2022-2023 School Year

RIVEROAK TECHNICAL COLLEGE PART-TIME/HOURLY EMPLOYEES:
July 1, 2022 through June 30, 2023:

ADULT EDUCATION

Donna Bass	Adult Education Coordinator
Cynthia Frye	ABE/GED Prep
Angie Hester	ABE/GED Prep
Marisley Leal	ESL/ABE/GED Prep
Dana Tidwell	Adult Education Coordinator
Abbey Warren	ABE/GED Prep

CAREER AND TECHNICAL EDUCATION

Derwin Bass	Building & Block Masonry/Welding
Marivic Blackwell	Phlebotomy
Lyndsey Bricker	I.V. Therapy
Yalori Coker	Practical Nursing/Patient Care Technician/Nursing Assistant Clinical Instructor/I.V. Therapy
Ashley Cato-Conner	Practical Nursing/Patient Care Technician Clinical Instructor/I.V. Therapy
Tammy Cunningham	Surgical Technology Clinical Instructor
Marcus Durham	HVAC-Refrigeration 1
Rebecca Futch	Nursing Assistant
Kelly Grimes	Practical Nursing/Patient Care Technician Clinical Instructor

Ramona Land	Practical Nursing/Patient Care Technician Clinical Instructor/I.V. Therapy
Sabrina Lieupo	Practical Nursing/Patient Care Technician/Nursing Assistant Clinical Instructor/I.V. Therapy
Kevin Mercer	Welding
Shari Senea	Phlebotomy Instructor
Lora J. Taylor	I.V. Therapy
Tommy Taylor	Welding
Bonnie Thomas	Nursing Assistant Instructor
Traci Thompson	Nursing Assistant Instructor
Greta Thornton	Nail Technician
Susie Tyson	Nursing Assistant Instructor
Traci West	Surgical Technology Instructor
Suzanne Wilson	Coordinator-Nursing Assistant Program

COMMUNITY EDUCATION (Pending class enrollment)

Derwin Bass	Basic Car, Home and/or Shop Maintenance
Julie Dees	Culinary, Cake Decorating
Stasia Dupree	Essential Oils
Belinda Fries	Computer Technology/Computer Safety
Vanessa Grantham	Crochet/Stained Glass
Logan Hart	Photography
Angela Hicks	Stained Glass
Melissa Hottenstein	Sign Language
Sherry Laks	Arts, Crafts, and Card Making
Marisley Leal	Conversational Spanish
Kevin Mercer	Welding Art
Wayne Musgrove	Gun Safety/Concealed Weapons
Robinette Odom	Wreath Making
Wendy Perrin	Vinyls/Crafts
Natasha Pittman	Computer Applications
Melinda Polbos	Culinary
William Ragan	Auto Painting
Becky Raymond	Basic Computers
Debbie Scott	Cake Decorating
John Sinclair	Culinary
Tommy Taylor	Welding Art
LaDon Terry	Floral
Margaret Wooley	Wreath Making

CONTRACT RECOMMENDATIONS:

ANNUAL INSTRUCTIONAL CONTRACTS:

	Term
Branford Elementary School:	
Victoria Jensen	10
Suwannee Middle School:	
Brandi Hart	10
Suwannee Opportunity School:	
Chantal Gustavson	10
Suwannee Virtual School:	
Danielle Ovando	10

VOLUNTEERS:

Arnold, Samuel
Avery, Jacob
Avery, Lauren
Ballentine, Kelly
Bates, Senica
Certain, Jenna
Corbin, Brian
Ferguson, Samantha
Gardner, Jalexis
Horne, Kaleigh
Jefferson, Carla
Johnson-Toukonen, Kristin
Martin, Don
McGraw, Ravinn
Patrick, Diane
Plemmons, Rebecca
Rodgers, Elizabeth
Sapp, Rebecca
Sapp, Tamos
Stofel, Magen
Strickland, Lindsey
Thomas, Gina
Tirado, Grace
Willis, Kerry

End of List
2022-2023
School Year

REGULAR AGENDA

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

   #5.1001 Corporal Punishment (*For Review/Information*) **(pg. 618)**
   #6.15 Education Paraprofessionals and Aides (*Revised*) **(pgs. 619-622)**

   MOTION CARRIED UNANIMOUSLY

2. MOTION by Mr. White, second by Mr. Crawford, for approval of the following contracts/agreements for the 2022-2023 school year (NEW): (Note: These contracts have been reviewed and approved by Board Attorney Leonard Dietzen.)

#2023-35	Clinical Education Agreement between the Suwannee County School Board Patient Care Technician, Practical Nurse Education Programs, and Certified Nursing Assistants and Suwannee Operating Investments, LLC d/b/a Bedrock Rehabilitation and Nursing Center at Lake City (Healthcare Agency) (*New*) **(pgs. 623-629)**
#2023-64	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Corinth Christian Academy (*New*) **(pgs. 630-641)**
#2023-65	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Donald R. Cooke School (*New*) **(pgs. 642-652)**
#2023-66	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Parent/Guardian of Home Educated Students (*New*) **(pgs. 653-663)**
#2023-67	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Melody Christian Academy (*New*) **(pgs. 664-674)**
#2023-68	Dual Enrollment Articulation Agreement between the Suwannee County School Board through RIVEROAK Technical College and Westwood Christian School (*New*) **(pgs. 675-685)**
#2023-75	Suwannee County School Board Professional/Technical Services Agreement between the School Board of Suwannee County, Florida, and Pop's Sanitation Services, LLC to provide sanitation services at Branford Elementary and Branford High Schools (*New*) **(pgs. 686-700)**

MOTION CARRIED UNANIMOUSLY

3. MOTION by Mr. Crawford, second by Mr. Alcorn, for approval to award the following bids/RFPs:

a. #20-201	Additional one-year extension to Ashford Services, Inc. for Custodial Supplies for the 2022-2023 school year **(pgs. 701-750)**
b. #20-202	Additional one year extension, from July 1, 2022, through June 30, 2023, for Document Imaging Services to InStream, LLC (*Renewal*) **(pgs. 751-753)**
c. #22-205	VHF Mhz Bi-Directional Amplifier System (bid results will be provided at the Board Meeting) (*New*)

Mr. Gray provided a handout of bid results and explained that Bid #22-205 was for an antennae at the Transportation Department, which would improve the radio system. He stated that Bakers' Communications, Inc. was the sole bidder at $24,610.

MOTION CARRIED UNANIMOUSLY

4. MOTION by Mr. Alcorn, second by Mr. daSilva, for approval to continue expenditures until approval of the final budget for the 2022-2023 fiscal year. MOTION CARRIED UNANIMOUSLY

5. MOTION by Mr. daSilva, second by Mr. Crawford, for approval of the following AGE and Postsecondary Student Fees, for RIVEROAK Technical College, for the 2022-2023 school year: (Note: Fees are based upon Workforce Development Fees Statute, Section 1009.22 (3)(d) requirements.)

   a. AGE Programs (ABE, GED, AAE)
      (1) $30.00 per term (August through December; January through May)
   b. Postsecondary Career Certificate Programs
      (1) Resident Tuition - $2.44 per clock hour
      (2) Non-Resident Tuition - $7.32 per clock hour

MOTION CARRIED UNANIMOUSLY

6. Comments from Student Ambassadors

There were none; Student Ambassadors were not present.

7. Legal Counsel's Report

   Mr. Dietzen discussed the procedure for contracts.

8. Superintendent's Report

   Mr. Hines stated he hoped everyone would stay safe during summer vacation.

9. Issues and concerns Board members may wish to discuss

- Mr. White spoke on the following:
  - Playground equipment at Branford Elementary School. Mr. Butts responded.
  - Entry gate on the east side of Branford Elementary School. Mr. Hines advised that the issue should be referred to the school principal. Mr. Butts and Mr. Gray will follow up.
  - Has grant information to share with Jimmy Wilkerson, Transportation Director.
- Mr. daSilva spoke on the following:
  - Received calls regarding the school calendar; he feels that next time the Board should be mindful of the Suwannee County Fair.
  - Read an article that Madison County Schools are at an impasse with the Union; stated how much he appreciates how our District team works to create the end result and favorable atmosphere.
  - Hopes everyone will be able to take a vacation and spend time with family.
  - Thankful that Bill Brothers has returned to the District and for all that everyone does to make our District great.
- Mr. Crawford stated he has received calls regarding the Suwannee County Fair and spring break.
- Mr. Alcorn spoke on the following:
  - The conflict of the Suwannee County Fair and spring break causes some problems, but it seems to be more of an inconvenience for the teachers.
  - He is glad to see Bill Brothers back in the District.

- Mr. Taylor spoke on the following:
  - The main consideration when deciding on spring break is its impact on students; the Board cannot please everyone but hopes to please the majority.
  - Expressed appreciation for the leadership in our District.

The meeting adjourned at 7:09 p.m.

PROPERTY RECORD #	ITEM DESCRIPTION	ORIGINAL PURCHASE PRICE	ORIGINAL PURCHASE DATE	COST CENTER	REQUESTED DISPOSITION
99005551	BOOSTER HEATER	$ 1,597.00	6/7/2006	FOOD SERVICE	JUNKED
		$ 1,597.00			

Requested By:

ETHAN BUTTS
DIRECTOR OF PROPERTY RECORDS

7/26/2022
DATE

APPROVED BY:

SUPERINTENDENT

BOARD CHAIRMAN

RIVEROAK TECHNICAL COLLEGE

RIVEROAK Technical College

Career Pathway Agreement with District School Board of Hamilton County

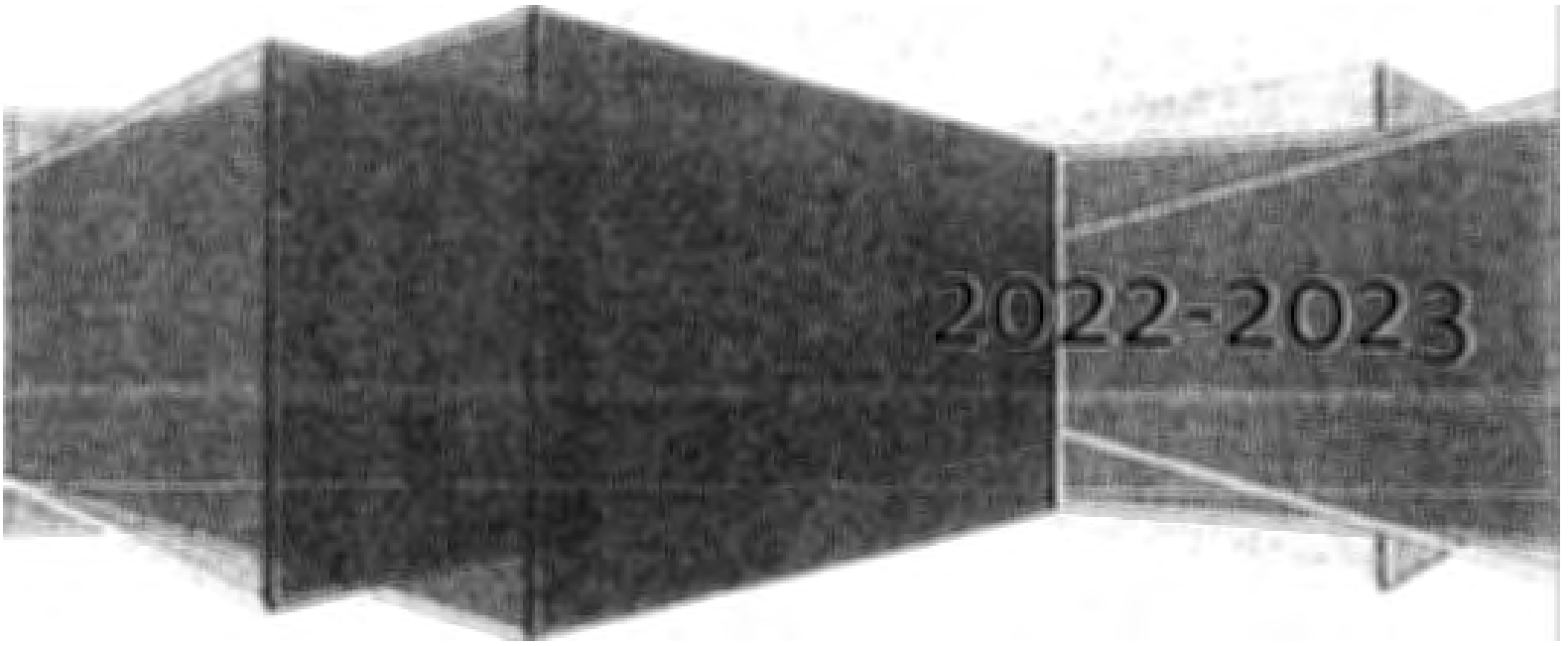


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RIVEROAK Technical College & District School Board of Hamilton County
Career Pathways Articulation Agreement
2022-2023

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RTC will work with the school district to establish Career Pathways to serve Career and Technical Education (CTE) students. Additional agreements may be developed during the year, and this agreement will be amended as those agreements are completed.

Student Qualifications
Students must meet all RTC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 3.0 (on a 4.00 scale) or better.

2. Completion of RIVEROAK Technical College Basic Skills testing requirements, if necessary.

3. Must be a graduate from secondary school no more than 18 months prior to enrollment at RIVEROAK Technical College.

4. Enrollment in a certificate program appropriate to the postsecondary clock hours shall be awarded upon completion of the program's entrance examination (if required) or verification of an industry certification earned (prior to enrollment).

Procedure

1. Secondary school guidance departments shall provide evidence of program completion and additional requested information to RIVEROAK Technical College's Career Pathways contact. Evidence may include: official student transcripts, student report cards and/or applicable nationally recognized industry certifications.

2. RIVEROAK Technical College's Career Pathways contact will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the secondary school guidance department contact informing students of the Career Pathway articulation agreement opportunities.

3. High school credit earned under this articulation agreement will be entered into the student's record after the student has completed 150 postsecondary clock hours in the program in which the certificate is to be awarded.

4. Comprehensive exams may be completed by students who have not earned the industry certification associated with the program of study.

5. A letter grade for the course will be assigned by RIVEROAK Technical College based on the student's performance on the student competency exam.

Conditions of Agreement

1. District School Board of Hamilton County faculty members and RIVEROAK Technical College faculty members will review course textbooks, syllabi, and other institutional materials, as needed, in order to develop articulated programs of study.

2. District School Board of Hamilton County and RIVEROAK Technical College will review the list of articulated programs of study annually. Changes will be made, as necessary, based upon changes in program offerings and outcomes.

3. District School Board of Hamilton County and RIVEROAK Technical College will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.

4. RIVEROAK Technical College will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either District School Board of Hamilton County or RIVEROAK Technical College through providing a thirty (30) day notice. In the event of termination, both agencies agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at RIVEROAK Technical College will be allowed to complete the articulated credit.

This agreement will remain in effect from the date of execution by both parties through June 30, 2023, and will be reviewed annually by the articulation committee. The articulation committee will be composed of the Director, RIVEROAK Technical College; Coordinator of Career and Technical Education, District School Board of Hamilton County; the North Florida Career Pathways Coordinator and others as designated.

High School Career Pathway	Associated Industry Certification(s)	RTC Program of Study/ Certificate	Assessment	Articulated Credit
Culinary Arts - 8800500 8800510 Culinary Arts 1 8800520 Culinary Arts 2 8800530 Culinary Arts 3	**NRAEF002** National Pro-Start Certificate of Achievement **NRAEF003** Certified Food Protection Manager (ServSafe) **NRFSP001** Certified Food Safety Manager **AMMSA001** Food Safety and Science Certification	**Professional Culinary Arts & Hospitality – PSAV**	Completion of the high school program of study. Student must receive a **grade of "B"** or better in each class in the **Technical Core** and must successfully complete all academics with an **overall GPA of "C" or higher.**	HMV 0100 Food Preparation (300 hours) OCP A
Digital Design - 8209600 8207310 Digital Information Technology 8209510 Digital Design 1 8029520 Digital Design 2	**MICRO069** – Microsoft Office Specialist **ADOBE010** Dreamweaver **ADOBE011** Flash **ADOBE018** Premiere Pro **ADOBE020** Illustrator **ADOBE21** InDesign **ADOBE22** Photoshop	**Medical Administrative Specialist – PSAV**	Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher.	OTA 0040 Information Technology Assistant (150 hours) OCP A
Digital Information Technology 8207310	**MICRO069** – Microsoft Office Specialist **AND/OR** successful completion of the course with a "B" of higher.	**Medical Administrative Specialist – PSAV**	Completion of the high school course with a "B" or better and an overall GPA of "C" or higher.	OTA 0040 Information Technology Assistant (150 hours) OCP A
Nursing Assistant (Acute and Long Term Care) 8417100 Health Science Anatomy & Physiology/	**FDMQA002** – Certified Nursing Assistant	**Patient Care Technician –PSAV** **Practical Nursing - PSAV**	Completion of the high school program of study. Student must receive a **grade of "B"** or better in each class in the **Technical**	HSC003 Basic Healthcare Worker(90 hours) OCP A

2000350 Anatomy & Physiology 8417110 Health Science Foundations OCP A 8417211 Nursing Assistant 3 OCP B			**Core** and must successfully complete all academics with an **overall GPA of "C" or higher.**	*Note: Students enrolling into Patient Care Technician or Practical Nursing will be credited OCP A but will be required to audit the course at no cost.

IN WITNESS WHEREOF, the District Board of Hamilton County, Florida and The District School Board of Suwannee County, and the Director - RIVEROAK Technical College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

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

JUL 26 2022
Date

_____
Superintendent,
District School Board of Suwannee County

JUL 26 2022
Date

_____
Chair, District School Board of Suwannee County

JUL 26 2022
Date

_____
Director, RIVEROAK Technical College/Career and Adult Education

_____
Date

_____
Superintendent, District School Board of Hamilton County

_____
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_____
Chair, District School Board of Hamilton County

_____
Date

_____
Director, Career & Technical Education,
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RIVEROAK TECHNICAL COLLEGE

RIVEROAK Technical College

Career Pathway Agreement with District School Board of Hamilton County

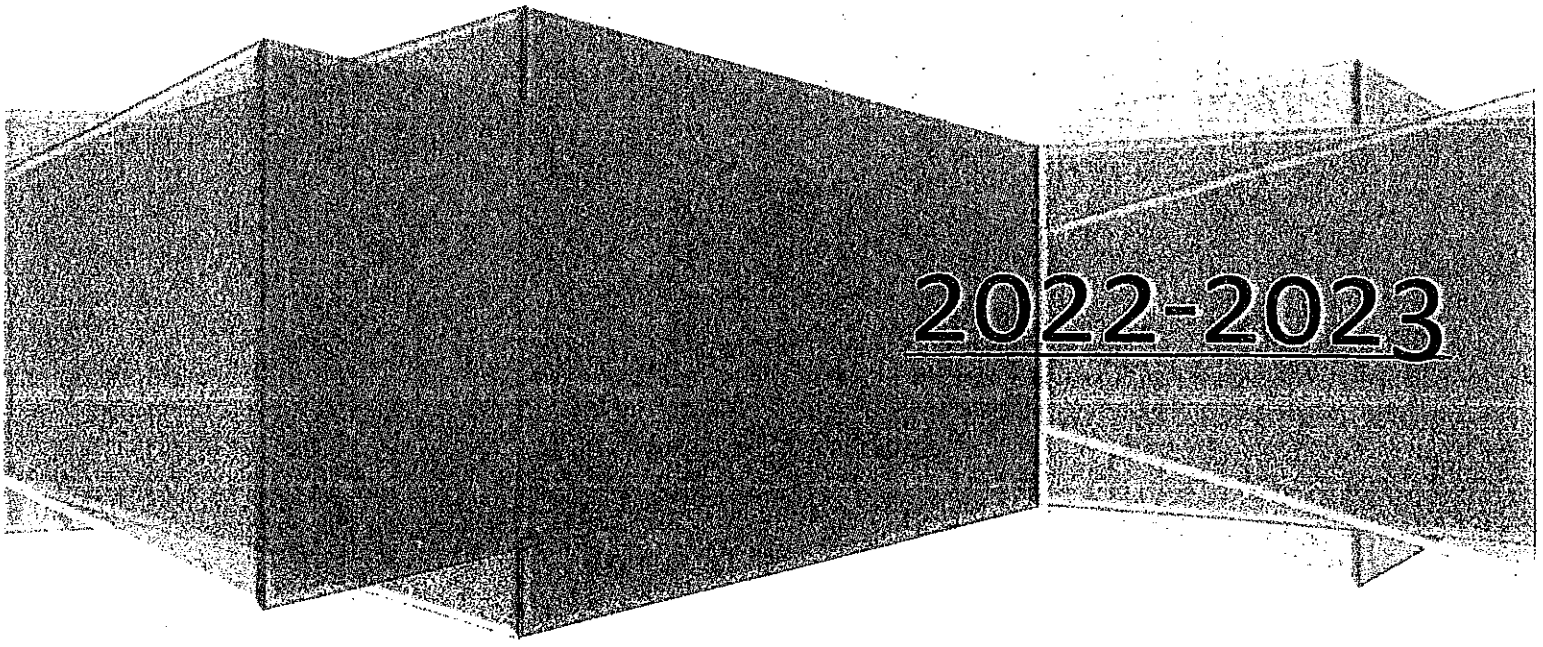


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Date	Superintendent, District School Board of Suwannee County
Date	Chair, District School Board of Suwannee County
Date	Director, RIVEROAK Technical College/Career and Adult Education
Date	Superintendent, District School Board of Hamilton County
Date	Chair, District School Board of Hamilton County
Date	Director, Career & Technical Education, District School Board of Hamilton County

RIVEROAK TECHNICAL COLLEGE

RIVEROAK Technical College

Suwannee County School Board through RIVEROAK Technical College Career Pathway Agreement with District School Board of Lafayette County

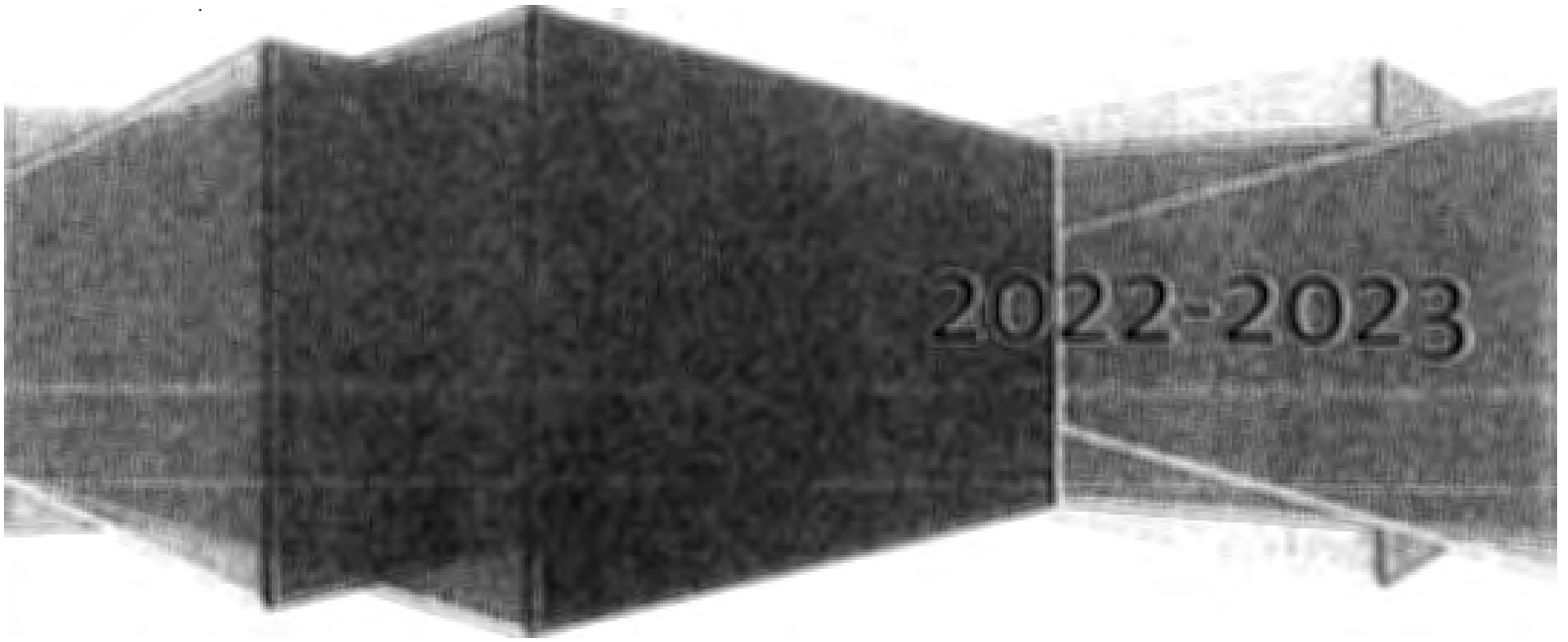


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Digital Design - 8209600 8207310 Digital Information Technology 8209510 Digital Design 1 8029520 Digital Design 2	**MICRO069** – Microsoft Office Specialist **ADOBE010** Dreamweaver **ADOBE011** Flash **ADOBE018** Premiere Pro **ADOBE020** Illustrator **ADOBE21** InDesign **ADOBE22** Photoshop **KNOWL002** Word Press	**Medical Administrative Specialist – PSAV**	Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher.	OTA 0040 Information Technology Assistant (150 hours) OCP A
Digital Information Technology 8207310	**MICRO069** – Microsoft Office Specialist **AND/OR** successful completion of the course with a "B" of higher.	**Medical Administrative Specialist – PSAV**	Completion of the high school course with a "B" or better and an overall GPA of "C" or higher.	OTA 0040 Information Technology Assistant (150 hours) OCP A
Nursing Assistant (Acute and Long Term Care) 8417100 Health Science Anatomy & Physiology/	**FDMQA002** – Certified Nursing Assistant	**Patient Care Technician –PSAV** **Practical Nursing - PSAV**	Completion of the high school program of study. Student must receive a **grade of "B"** or better in each class in the **Technical**	HSC003 Basic Healthcare Worker(90 hours) OCP A

2000350 Anatomy & Physiology 8417110 Health Science Foundations OCP A 8417211 Nursing Assistant 3 OCP B			**Core** and must successfully complete all academics with an **overall GPA of "C" or higher.**	*Note: Students enrolling into Patient Care Technician or Practical Nursing will be credited OCP A but will be required to audit the course at no cost.

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

JUL 26 2022
Date

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District School Board of Suwannee County

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RIVEROAK TECHNICAL COLLEGE

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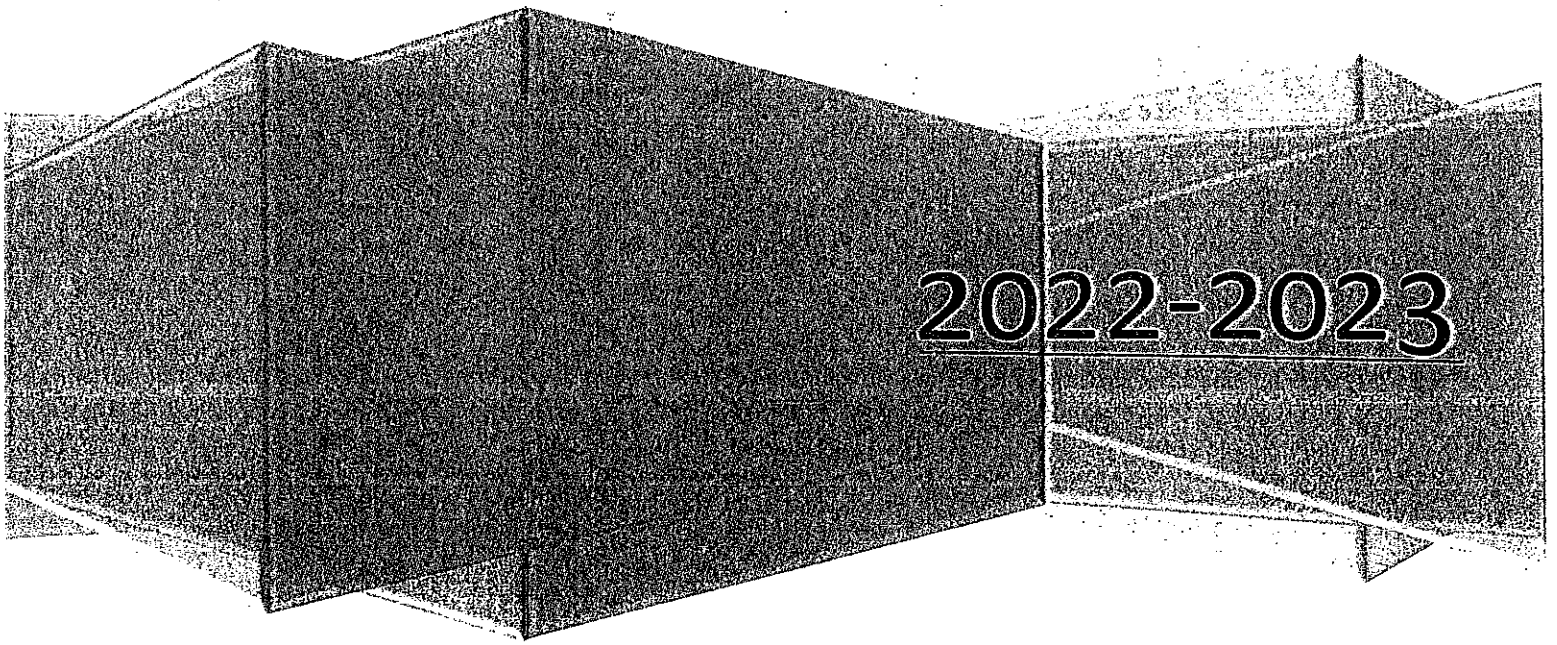


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2022-2023

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2. Completion of RIVEROAK Technical College Basic Skills testing requirements, if necessary.

3. Must be a graduate from secondary school no more than 18 months prior to enrollment at RIVEROAK Technical College.

4. Enrollment in a certificate program appropriate to the postsecondary clock hours shall be awarded upon completion of the program's entrance examination (if required) or verification of an industry certification earned (prior to enrollment).

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This agreement may be terminated at any time by either District School Board of Lafayette County or RIVEROAK Technical College through providing a thirty (30) day notice. In the event of termination, both agencies agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at RIVEROAK Technical College will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee. The articulation committee will be composed of the Director, RIVEROAK Technical College; Coordinator of Career and Technical Education, District School Board of Lafayette County; the North Florida Career Pathways Coordinator and others as designated.

High School Career Pathway	Associated Industry Certification(s)	RTC Program of Study/ Certificate	Assessment	Articulated Credit
Culinary Arts - 8800500 8800510 Culinary Arts 1 8800520 Culinary Arts 2 8800530 Culinary Arts 3	**NRAEF002** National Pro-Start Certificate of Achievement **NRAEF003** Certified Food Protection Manager (ServSafe) **NRFSP001** Certified Food Safety Manager **AMMSA001** Food Safety and Science Certification	**Professional Culinary Arts & Hospitality – PSAV**	Completion of the high school program of study. Student must receive a **grade of "B"** or better in each class in the **Technical Core** and must successfully complete all academics with an **overall GPA of "C" or higher.**	HMV 0100 Food Preparation (300 hours) OCP A
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Date	Superintendent, District School Board of Suwannee County
Date	Chair, District School Board of Suwannee County
Date	Director, RIVEROAK Technical College/Career and Adult Education
Date	Superintendent, District School Board of Lafayette County
Date	Chair, District School Board of Lafayette County
Date	Director, Career & Technical Education, District School Board of Lafayette County

RIVEROAK TECHNICAL COLLEGE

RIVEROAK Technical College

Suwannee County School Board through RIVEROAK Technical College Career Pathway Agreement with District School Board of Madison County

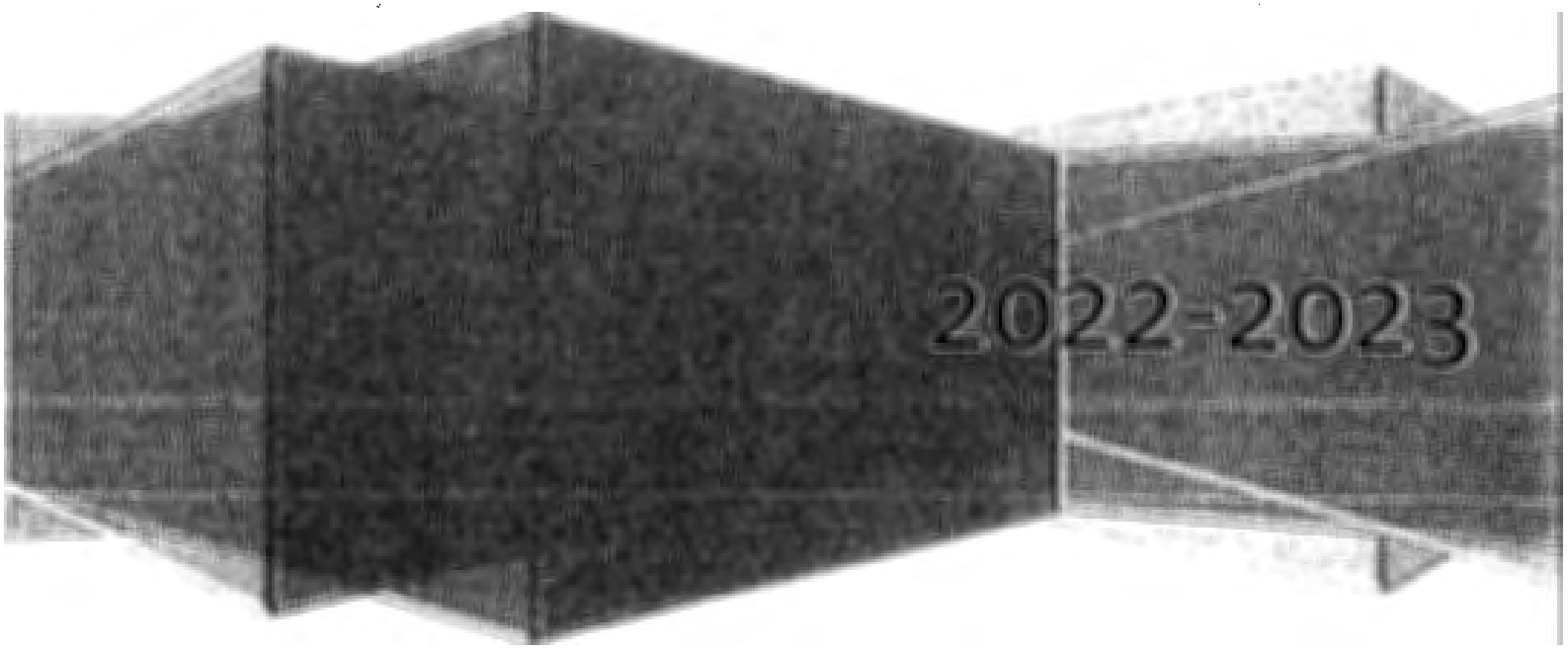


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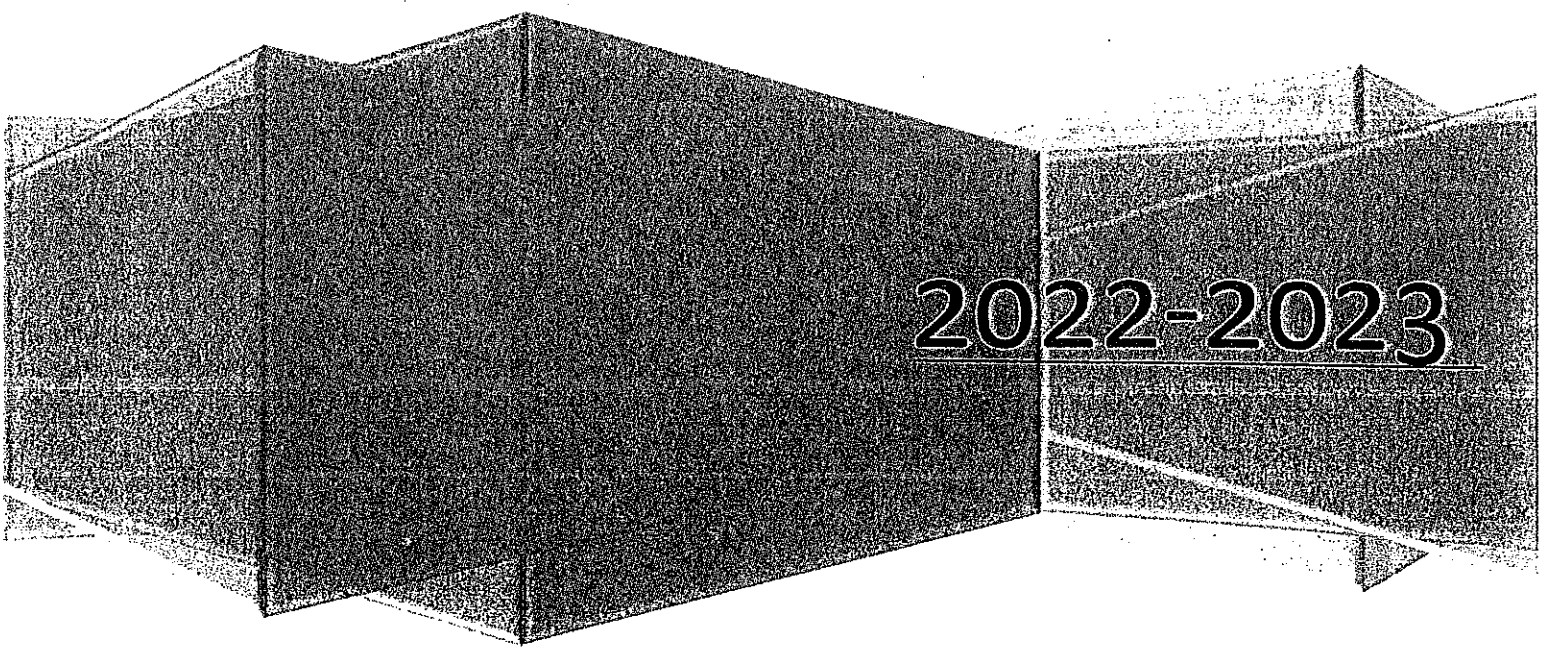


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INFO ONLY

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Suwannee County School Board through RIVEROAK Technical College Career Pathway Agreement with District School Board of Taylor County

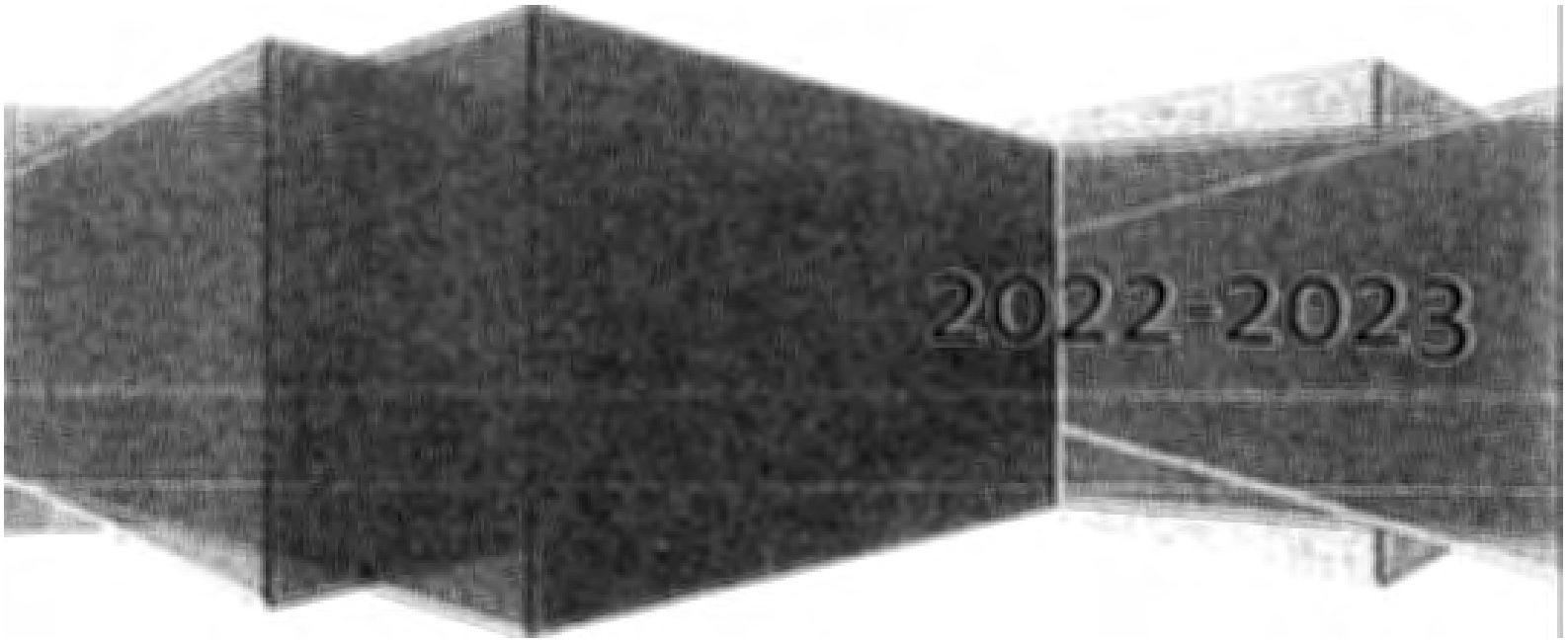


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Date

_____
Superintendent, District School Board of Taylor County

_____
Date

_____
Chair, District School Board of Taylor County

_____
Date

_____
Director, Career & Technical Education,
District School Board of Taylor

RIVEROAK TECHNICAL COLLEGE

RIVEROAK Technical College

Suwannee County School Board through RIVEROAK Technical College Career Pathway Agreement with District School Board of Taylor County

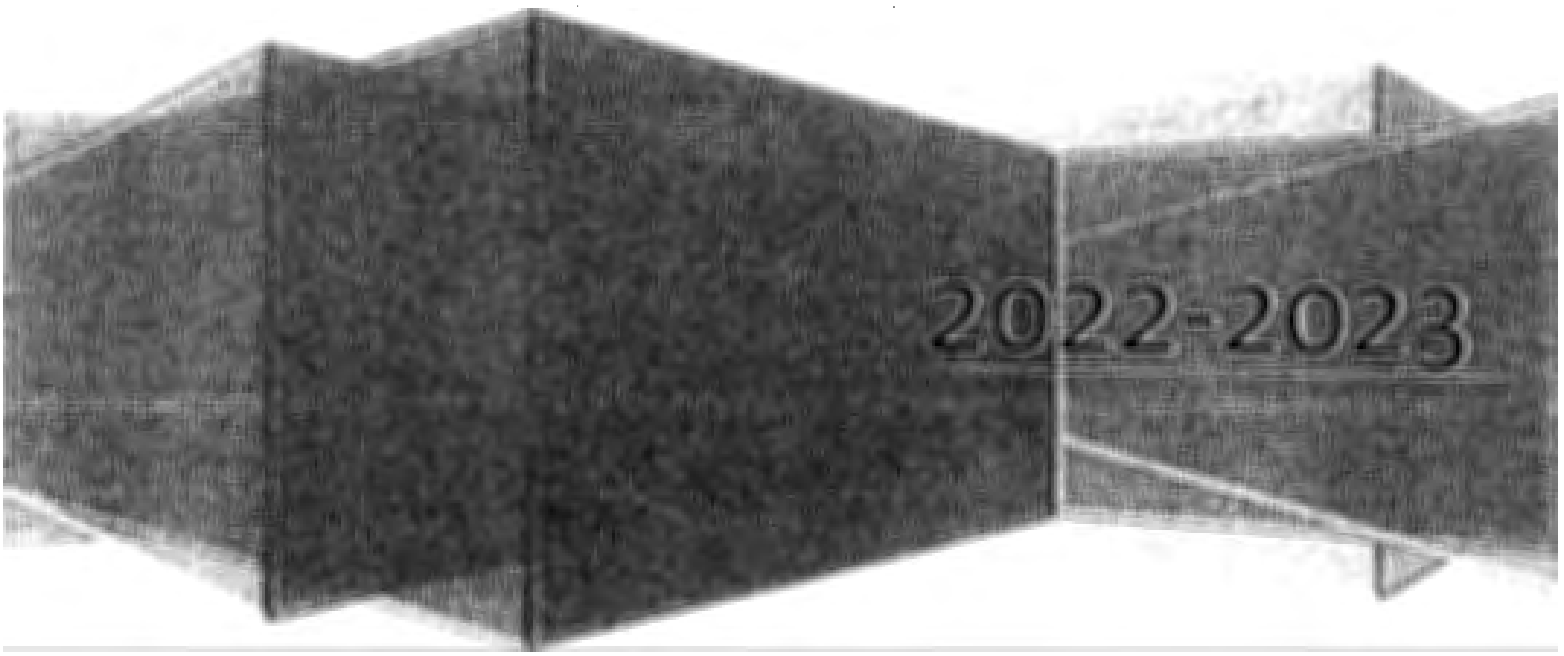


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Career and Technical Education
RIVEROAK Technical College & District School Board of Taylor County
Career Pathways Articulation Agreement
2022-2023

Articulation is a method of granting postsecondary clock hours earned while successfully completing a Secondary Career and Technical Education course and/or program as part of secondary school instruction. Each school district and RIVEROAK Technical College (RTC) will maintain the integrity of their separate programs and enter into this agreement as cooperating educational institutions.

RTC will work with the school district to establish Career Pathways to serve Career and Technical Education (CTE) students. Additional agreements may be developed during the year, and this agreement will be amended as those agreements are completed.

Student Qualifications
Students must meet all RTC admission requirements and present evidence of the following:

1. Successful completion of the articulated secondary technical program of study with a grade of 3.0 (on a 4.00 scale) or better.

2. Completion of RIVEROAK Technical College Basic Skills testing requirements, if necessary.

3. Must be a graduate from secondary school no more than 18 months prior to enrollment at RIVEROAK Technical College.

4. Enrollment in a certificate program appropriate to the postsecondary clock hours shall be awarded upon completion of the program's entrance examination (if required) or verification of an industry certification earned (prior to enrollment).

Procedure

1. Secondary school guidance departments shall provide evidence of program completion and additional requested information to RIVEROAK Technical College's Career Pathways contact. Evidence may include: official student transcripts, student report cards and/or applicable nationally recognized industry certifications.

2. RIVEROAK Technical College's Career Pathways contact will issue a letter to students who have successfully completed the secondary Career Pathway program as reported by the secondary school guidance department contact informing students of the Career Pathway articulation agreement opportunities.

3. High school credit earned under this articulation agreement will be entered into the student's record after the student has completed 150 postsecondary clock hours in the program in which the certificate is to be awarded.

4. Comprehensive exams may be completed by students who have not earned the industry certification associated with the program of study.

5. A letter grade for the course will be assigned by RIVEROAK Technical College based on the student's performance on the student competency exam.

Conditions of Agreement

1. District School Board of Taylor County faculty members and RIVEROAK Technical College faculty members will review course textbooks, syllabi, and other institutional materials, as needed, in order to develop articulated programs of study.

2. District School Board of Taylor County and RIVEROAK Technical College will review the list of articulated programs of study annually. Changes will be made, as necessary, based upon changes in program offerings and outcomes.

3. District School Board of Taylor County and RIVEROAK Technical College will cooperate in publicizing this program to secondary school students in order to ensure that they are aware of these opportunities.

4. RIVEROAK Technical College will not charge tuition for any courses for which a student receives articulated credit.

This agreement may be terminated at any time by either District School Board of Taylor County or RIVEROAK Technical College through providing a thirty (30) day notice. In the event of termination, both agencies agree that students who are currently in secondary courses and working toward fulfilling the competencies or who are in their first semester at RIVEROAK Technical College will be allowed to complete the articulated credit.

This agreement will remain in effect and will be reviewed annually by the articulation committee. The articulation committee will be composed of the Director, RIVEROAK Technical College; Coordinator of Career and Technical Education, District School Board of Taylor County; the North Florida Career Pathways Coordinator and others as designated.

High School Career Pathway	Associated Industry Certification(s)	RTC Program of Study/ Certificate	Assessment	Articulated Credit
Culinary Arts - 8800500 8800510 Culinary Arts 1 8800520 Culinary Arts 2 8800530 Culinary Arts 3	**NRAEF002** National Pro-Start Certificate of Achievement **NRAEF003** Certified Food Protection Manager (ServSafe) **NRFSP001** Certified Food Safety Manager **AMMSA001** Food Safety and Science Certification	**Professional Culinary Arts & Hospitality – PSAV**	Completion of the high school program of study. Student must receive a **grade of "B"** or better in each class in the **Technical Core** and must successfully complete all academics with an **overall GPA of "C" or higher.**	HMV 0100 Food Preparation (300 hours) OCP A
Digital Design - 8209600 8207310 Digital Information Technology 8209510 Digital Design 1 8029520 Digital Design 2	**MICRO069** – Microsoft Office Specialist **ADOBE010** Dreamweaver **ADOBE011** Flash **ADOBE018** Premiere Pro **ADOBE020** Illustrator **ADOBE21** InDesign **ADOBE22** Photoshop	**Medical Administrative Specialist – PSAV**	Completion of the high school program of study. Student must receive a grade of "B" or better in each class in the Technical Core and must successfully complete all academics with an overall GPA of "C" or higher.	OTA 0040 Information Technology Assistant (150 hours) OCP A
Digital Information Technology Course Number: 8207310	**MICRO069** – Microsoft Office Specialist **AND/OR** successful completion of the course with a "B" of higher.	**Medical Administrative Specialist – PSAV**	Completion of the high school course with a "B" or better and an overall GPA of "C" or higher.	OTA 0040 Information Technology Assistant (150 hours) OCP A

INFO ONLY

SCSB 2023-79 (REVISED/RENEWAL)

INFO ONLY

IN WITNESS WHEREOF, the District Board of Taylor County, Florida and The District School Board of Suwannee County, and the Director - RIVEROAK Technical College, Florida have adopted this agreement and caused it to be executed by their respective chairs and chief executive officers, in accordance with Section 1007.271, F.S., Dual Enrollment Articulation Agreements.

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

Date	Superintendent, District School Board of Suwannee County
Date	Chair, District School Board of Suwannee County
Date	Director, RIVEROAK Technical College/Career and Adult Education
Date	Superintendent, District School Board of Taylor County
Date	Chair, District School Board of Taylor County
Date	Director, Career & Technical Education, District School Board of Taylor

SCHOOL RESOURCE OFFICER AND SCHOOL SAFETY AGREEMENT BETWEEN THE SCHOOL BOARD OF SUWANNEE COUNTY AND THE SUWANNEE COUNTY SHERIFF'S OFFICE

THIS AGREEMENT made and entered into on July 26, 2022, by and between the SCHOOL BOARD OF SUWANNEE COUNTY, FLORIDA, hereinafter referred to as the "Board" and the SUWANNEE COUNTY SHERIFF'S OFFICE, hereinafter referred to as the "Sheriff'.

WHEREAS, the Board has requested School Resource Officers to provide full-time law enforcement services at designated school within Suwannee County, Florida for the purpose of fulling the requirements set forth in sections 1006.12 and 1006.13(4), Florida Statutes; and

WHEREAS, the Sheriff has agreed to provide certified deputy sheriffs to serve as School Resources Officers to perform the duties and services set forth in sections 1006.12 and 1006.13(4), Florida Statutes, and outlined herein;

NOW, THEREFORE, in consideration of the mutual promises contained herein and given by each party to the other, the parties do hereby covenant and agree as follows:

I. Staffing and Funding:

1. The Sheriff agrees to hire eight (8) and up to nine (9) full-time certified deputy sheriffs to act in the capacity of full-time school resource officers ("SRO") for the 2022-2023 school year.

2. SROs shall perform the duties outlined herein on a full-time basis not to exceed forty (40) hours per week beginning on the first day of 2022-2023 student school year schedule until the last day of the of 2022-2023 student school year schedule. SRO school assignments shall be determined by joint consultation between the Board and the Sherriff. SRO schedules may be altered at the direction of the Board to accommodate school functions which are held outside normal school hours

3. The Board shall pay the Sheriff the sum of **$44,000.00** per SRO, per year (up to $396,000.00) and the Sheriff shall be responsible for paying the salaries and all other benefits to SROs. In the event, SROs are not available to the Board for the entire school year, the Board shall only have to pay a pro-rata portion of the annual fee.

4. The Sheriff or his designee shall be responsible for selecting SROs on the basis of the following criteria:
    i. Each SRO must be a sworn law enforcement officer within the as defined in section 943.10(1), Florida Statutes,
    ii. demonstrate the ability to communicate effectively with students,
    iii. demonstrate the ability to approach and interact with student parents and teachers regarding student behavior, and

iv. demonstrate the ability to cooperate and work proactively with school administrators to promote school safety and mitigate potential threats to the safety and welfare of students and faculty.

5. SROs shall remain employees of the Sheriff and are not employed by the Board in any capacity. The Sheriff may dismiss or remove an SRO based on violations of Sheriff's Office rules, regulations, or orders.

II. School Safety Coordination

6. The Sheriff shall be responsible for supervising SROs and shall maintain a log of all activities performed by each SRO. Information compiled in this log shall be available to the Board, Superintendent, Principals, and the Board's Threat Assessment Team in accordance with section 3.06 of the Board Policy Manual.

7. The Sheriff shall establish a liaison for the purpose of reporting to and meeting with the Superintendent and/or the Board's Threat Assessment Team on a regular basis to discuss school safety concerns arising during the 2022-2023 school year.

8. The Sheriff shall collaborate with all city police departments and law enforcement agencies in Suwannee County for the purpose of reporting and transmitting all acts or incidents which may potentially threaten school safety or security.

III. SRO Duties

9. The duties of SROs shall include, but not be limited to:

i. Law Enforcement:
   a. In accordance with the Sheriff's policy, SROs shall initiate and perform both criminal or administrative investigations of any reported acts, incidents, or events which may pose a threat to school safety or security. The SRO shall notify the Board's Threat Assessment Team and the principal or the principal's designee regarding all investigations initiated.
   b. Responds to potential crimes in progress on school campuses as informed by teachers or school administrators.
   c. Responds to a reported violation of a criminal or civil restraining order.
   d. Cites students, faculty, staff, and campus visitors when applicable for traffic violations or contraband.
   e. Perform searches of students and school property, seizures, and the questioning of students in accordance with the laws of the State of Florida.
   f. Assists parents in the school setting with child custody disputes and orders of the court.
   g. Communicates with recipients of and recording with the Suwannee County Sheriff's office, trespass warnings to school board property as requested by the superintendent's designees.
   h. Works with administration to support the overall safety and security of the

school.

i. Filing appropriate reports and documenting such law enforcement actions as required by the Suwannee County Sheriff's office.
j. Provides security services for expulsion meetings/hearings or other meetings as requested by the Board.
k. The SRO shall not act as a school disciplinarian. However, if the principal believes an incident is a violation of the law, the principal may contact the SRO, and the SRO shall then determine whether law enforcement action is appropriate.
l. Provide assistance to the Board's Threat Assessment Team to evaluate the Schools best practices in compliance with the Marjory Stoneman Douglas High School Public Safety Act.
m. Consult with the Board's Threat Assessment Team when a student exhibits a pattern of behavior, based upon acts or the severity of an act, that would pose a threat to school safety.

ii. Reporting:
   a. Shall report to the Sheriff and the Board's Threat Assessment Team all acts, incidents, or events reported to or personally observed by the SRO that may pose a threat to school safety or security.

iii. Education and Prevention:
   a. Provide instruction to students and teachers for reporting acts, incidents, or events which may threaten school safety or security.
   b. Coordinate all of his/her activities with the Board's Threat Assessment Team, school principal, and staff members and seek their permission, advice, and guidance prior to enacting any program within the school.
   c. Provide instruction for students that includes but is not limited to Life Skills Training and Substance Abuse Prevention education.
   d. Work with schools with student drivers to promote safe driving education.
   e. Assist students and families with counsel related to areas of concern that are brought to his/her office for guidance.
   f. Promote prevention of juvenile delinquency by working with stakeholders to encourage a healthy lifestyle and promoting positive conflict resolution.
   g. Promote positive student attitudes of law enforcement, by building a positive rapport among the student population.

iv. School and Community Involvement:
   a. Sustain a visible presence on school campuses to protect the lives and property of those on the school campuses.
   b. Work with administration to provide law enforcement presence at school sponsored activities, events and gatherings.
   c. Assist and aid in traffic issues that arise from beginning and ending the school day and other after hours school sponsored activities.
   d. Provide a visible, positive, and proactive presence on school campuses during the school day.

e. Work to promote partnerships with local businesses and agencies to help provide resources to the school in both prevention and response efforts.
f. Serve on the school site emergency management response committees.

VI. Student Records

10. The Sheriff shall maintain all records and documents associated with the duties and functions of SROs as outlined herein and in accordance with the requirements of Chapter 119, Florida Statutes.

11. SROs shall comply with all procedures applicable to the handling and distribution of student records in accordance with the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232 and section 1002.221, Florida Statutes.

V. Miscellaneous

12. SROs shall, at all times, cooperate with school staff to promote the intent and spirit of this program.

13. Nothing in this Agreement shall be construed to impair or restrict activities otherwise appropriate by SROs within that officer's authority as a certified law enforcement officer.

14. It is hereby acknowledged that the SROs assigned pursuant to the provisions of this Agreement are employees of the employing law enforcement agency and not employees of the Suwannee County School District. To the extent permitted by Florida law and within the limits of liability set forth in section 768.28, Florida Statutes, the Sheriff agrees to hold the Board harmless from any and all claims, damages, and judgments in connection with loss of life, bodily or personal injury, or property damage resulting from the actions of law enforcement officers employed and assigned pursuant to this Agreement, who are acting within the scope of their law enforcement responsibilities.

15. No provision of this Agreement to provide SRO services is intended to expand, enlarge, diminish, limit, waive or alter in any way the scope of responsibility, liability, immunities, or defenses which each signatory public agency has or may have for itself, its agents, or its employees. By entering into this Agreement, neither signatory agency intends that any third party beneficiary be created by execution of this Agreement. In the event that any claim, action, lawsuit, or other proceeding is brought by a third party against one or both of the signatory agencies hereto, the costs of defense shall be borne separately by the agency or agencies so charged.

15. This document constitutes the full understanding of the parties and no terms, conditions, understandings or Agreements purporting to modify or vary the terms of this document shall be binding unless hereafter made in writing and signed by the party to be charged.

16. This Agreement shall be for a period of one year commencing the date of this Agreement, and ending July 26, 2023, unless renewed.

17. Should any dispute arise as to the role of the SRO, the Board and the Sheriff shall be immediately notified and they or their designees shall meet as soon as possible to resolve the dispute.

18. This Agreement may only be terminated upon at least thirty (30) days prior written notice to the other party that the party has failed to substantially perform in accordance with the terms and conditions of this Agreement. The party in breach shall have thirty (30) days in which to cure the breach or the non-breaching party can terminate this Agreement and pursue all available legal and equitable remedies provided by law.

19. 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 of this Agreement is render impossible, impractical, or prevented during all or part of the 2022-2023 academic year by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the party affected and occurs without its fault or negligence.- 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, the issuance or extension of existing government orders of the United States, the State of Florida, or Suwannee County, which prevents performance of the contract for all or part of the 2022-2023 academic year.

20. This Agreement shall also necessitate documented proof of SRO certification requirements set forth in sections 1006.12, Florida Statutes.

SUWANNEE COUNTY SHERIFF'S OFFICE	SCHOOL BOARD OF SUWANNEE COUNTY
By: _____	By: _____
Name: _____	Name: Ted L. Roush
Title: _____	Title: Superintendent of Schools
Date: _____	Date: JUL 26 2022

_____
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"

13436261.v1

Inter District Private School Services Agreement | 2022-2023

By our signatures on this document, the below signed agree that private school students, parents, and teachers will be provided equitable services and that all requirements of ESEA and related regulations and guidance will be met by the Receiving District on behalf of the Resident District, in return for compensation from the Resident District.

Receiving District: ***Columbia County***

Joseph M. Adkins, Director of Federal Projects
Columbia County School District

5/24/22
Date

Alex L. Carswell, Jr., Superintendent
Columbia County School District

Narraganselt Smith, Chairperson
Columbia County School District

5-24-2022
Date

Resident District: ***Suwannee County***

Kecia Robinson, Coordinator – Title I
Suwannee County School District

JUL 26 2022
Date

Ted L. Roush, Superintendent
Suwannee County School District

Jerry Taylor, Chairperson
Suwannee County School District

JUL 26 2022
Date

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

Inter District Private School Services Agreement | 2022-2023

COLUMBIA COUNTY SCHOOL DISTRICT

Agreement for School Year 2022 – 2023 and terminating by mutual agreement

The Federal Elementary and Secondary Education Act (ESEA) as amended by Every Student Succeeds Act (ESSA) in Title I Section 1117, Section 200.62 (b)(1)(i) defines...

Participation of Eligible Children in Private Schools

§200.62 Responsibilities for providing services to private school children.

(a) After timely and meaningful consultation with appropriate officials of private schools, an LEA must—

(1) In accordance with §§200.62 through 200.67 and section 1120 of the ESEA, provide special educational services or other benefits under subpart A of this part, on an equitable basis and in a timely manner, to eligible children who are enrolled in private elementary and secondary schools; and

(2) Ensure that teachers and families of participating private school children participate on a basis equitable to the participation of teachers and families of public school children receiving these services in accordance with §200.65.

(b)(1) Eligible private school children are children who—

(i) Reside in participating public school attendance areas of the LEA, regardless of whether the private school they attend is located in the LEA; and

(ii) Meet the criteria in section 1115(b) of the ESEA.

(2) Among the eligible private school children, the LEA must select children to participate, consistent with §200.64.

(c) The services and other benefits an LEA provides under this section must be secular, neutral and non-ideological.

(82 FR 31709, July 7, 2017)

The school district in which the child resides is responsible for providing services to the child, but it may arrange to have services provided by another school district. For purposes of this agreement, the district in which the student resides will be called the **Resident District**. The district in which the student attends will be called the **Receiving District.**

The purpose of this agreement is to provide for services to private school students who reside in ***Suwannee County School District*** but attend school in ***Columbia County School District***.

Responsibilities of the Receiving District:

1. Conduct all consultation requirements under S.200.63 for all private schools within the boundaries of its district.
2. Upon identifying a student attending an eligible private school in the Receiving District, inform the **Resident District** using Appendix B or another method that provides comparable information.

3. Upon confirmation that the student is address-eligible, provide services to the identified students according to the plan developed in consultation with the private school.
4. Provide equitable services to the parents of identified students.
5. Provide equitable professional development to the regular teachers of identified students.
6. Provide all necessary administrative services to carry out the items above.
7. Invoice the **Resident District** for services provided (exclusive of administrative costs); OR arrange for reciprocal services in an equal monetary amount to private school students for whom the roles of **Receiving and Resident District** are reversed.

Responsibilities of Resident District

1. Upon notification of a student by the **Receiving District**, verify in writing (e-mail is acceptable) whether or not the student is address-eligible for Title I services.
2. Annually reserve equitable funds for any verified eligible private school students identified by a **Receiving District**.
3. Annually reserve equitable funds for the parents of identified private school students.
4. Annually reserve equitable funds for the regular teachers of identified private school students.
5. Notify the **Receiving District** regarding the amount of funds reserved using Appendix A or another method that provides comparable information.
6. Upon invoice from the **Receiving District**, pay the amount due for services rendered to eligible private school students, parents, and teachers; OR
7. Provide reciprocal services in an equal amount to private school students for whom the roles of **Receiving and Resident District** are reserved.

(REMAINDER OF PAGE INTENTIONALLY LEFT BLANK)

Appendix A: Suwannee County School District (Resident District)

Title I Allocation Details for School Year 2022 - 2023

The following amounts are located in the NPSES

- PPA
- Number of students from low income families at each private school
- Dollars generated for each private school

The following amounts are located in the Reservations Calculations page

- H-2 Parent and Family Engagement Amount
- H-4 Supplemental Instructional Services

Note:

- Title I, Part A Basic Total (Funds Generated - NPSES)
- Minus Parent and Family Engagement Amount
- Equals Supplemental Instructional Services Amount

Number of Private School Students (CLIF)	
Per Pupil Allocation	
Title I, Part A Basic Total	
Supplemental Instructional Services	
Parent and Family Engagement Total	
Professional Development Total	
Administrative Costs	

Appendix B: Columbia County School District (Receiving District)

Participating Private School	Address	City	Grade	Income Eligible	Food Stamp Eligible	Receiving TANF	Eligibility Verified

Y = Yes
N = No

This information also may be provided electronically to facilitate communications.

SUWANNEE COUNTY SCHOOL BOARD

PROFESSIONAL/TECHNICAL SERVICES AGREEMENT

This AGREEMENT is effective on July 26, 2022, between the School Board of Suwannee County, Florida ("SCSB"), and **Positive Behavior Supports Corp.** ("Individual"), (hereinafter "Contractor.").

WITNESSED:

WHEREAS, SCSB operates schools and educational institutions and is in need of a qualified, experienced Educational Consultant to provide consulting services for SCSB; 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 educational consulting 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 perform services in any order or sequence specified by SCSB.

(iii)Contractor and staff shall not be required to attend meetings or participate in training conducted

by SCSB as to specific methods or procedures.

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

(v) 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.

(vi) 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, on a monthly basis, appropriate documentation of services provided hereunder. 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; and

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

This Agreement shall commence on July 26, 2022 and end on June 30, 2023, 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 B attached hereto, which Exhibit is hereby incorporated by reference into, and made a part of, this Agreement. Notwithstanding the foregoing, no compensation shall be payable to Contractor for any services for which Contractor has not submitted the documentation required under Paragraph l(C) 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.

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. Without limiting the generality of the foregoing, Contractor shall comply with the Health Insurance Portability and Accountability Act. Contractor may not use or further disclose Personal Health Information ("PHI") other than as permitted or required by law or this Agreement. In addition, Contractor shall:

- Report to SCSB any impermissible use or disclosure of PHI.
- Ensure that any agents, including subcontractors to whom it provides PHI created or received from SCSB agrees to the same restrictions or conditions that apply to Contractor.
- Make PHI available in accordance with HIPAA Privacy Rules.
- Make PHI available for amendment and incorporate amendments into PHI in accordance with HIPAA rules.
- Make available the information required to make an accounting of disclosures under the applicable HIPAA law and regulations.
- Make its internal practices, and any information related to the use and disclosure of PHI received from, or created or received by Contractor, available to applicable governmental entities.
- Upon termination of the contract, if feasible, return or destroy any and all PHI received from or created or received by the Contractor in performance of this Agreement.

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 judgment 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'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, 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 L. 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 North Monroe Street, Suite 120
Tallahassee, FL 32301

Contractor: Mike Nolan, President
Positive Behavior Supports Corp.
7108 S. Kanner Hwy.
Stuart, FL 34997

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 C 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 2022-2023 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).

25. NO DISSEMINATION OF CONFIDENTIAL DATA

No confidential data collected, maintained, or used during performance of the Agreement shall be disseminated except as authorized by law and with the written consent of the School Board, either during the period of the Agreement or thereafter.

26. CONTRACTOR'S REPRESENTATIONS AND WARRANTIES

Contractor represents and warrants that the Work Product and any other materials licensed hereunder do not contain any virus, worm, Trojan Horse, tracking software, or devices capable of identifying users or tracking use, or any undocumented software locks or drop dead devices which would render inaccessible or impair in any way the operation of the Work Product or any other hardware, software, or data which the Work Product is designed to work with.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals to this Agreement on this 26th day of July, 2022.

SUWANNEE COUNTY SCHOOL BOARD

Jerry Taylor, Chairperson — JUL 26 2022 — Date

Ted L. Roush, Superintendent of Schools — JUL 26 2022 — Date

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

CONTRACTOR

Witness Signature

Type or Print Name of Witness

Date _____

Mike Nolan, President
Positive Behavior Supports Corp.

Type or Print Name of Contractor

Date _____

EXHIBIT A

SERVICES PROVIDED:

The Agency shall:

A. Provide behavior analytic services as requested

B. Present a monthly summary of service rendered

C. Furnish copies of evaluation/reviews as needed

D. Provide oversight/supervision of any staff as requested

E. Comply with all Federal, State, and Local Statutes prohibiting discrimination, abuse, and neglect.

F. Insurance: The Agency agrees to maintain adequate liability insurance coverage on a comprehensive basis to hold such liability insurance at all times during the term of the contract. The Agency accepts full responsibility for identifying and determining the type(s) and extent of liability the consumers to be served under this contract. Upon the execution of the contract, the Agency shall furnish Suwannee County School District written verification supporting both the determination and existence of such coverage. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida. At a minimum the following types of insurance will be maintained by the Agency during the term of this contract:

Type	Amount
Comprehensive General Liability (to include professional liability) with a minimum limit of	$1,000,000/ occurrence $2,000,000/ aggregate
Worker's Compensation	Statutory limit, as required

The Suwannee County School Board shall:

A. Follow and pay for agreed upon services in the compensation agreement listed in Exhibit B

B. Obtain client consent as needed

C. Be responsible for encouraging/overseeing that staff utilize behavioral management procedures learned during training and follow ethical guidelines

D. Provide work space for staff as needed

E. Settle any outstanding invoices within 30 days of receipt

CONTRACTOR FEDERAL IDENTIFICATION NUMBER:
INDIVIDUAL SOCIAL SECURITY NUMBER:

IRS Form W-9 on file

FUNDING SOURCE FOR PAYMENT TO CONTRACTOR:

Mental Health Allocation

EXHIBIT B

FEE SCHEDULE

Cost Description

The following is a proposed summary of cost per service provided at an hourly rate. PBS provides an extensive list of services in addition to the standard daily supports within the school. These rates are derived based on what other state and private funding sources are currently reimbursing.

Type of Independent Contractor	Hourly Rate
Registered Behavior Technician Training (online including competency exam)	$150 per person
Board Certified Behavior Analyst (BCBA or BCBA-D) 5% of hours of RBT	$85.00
Board Certified Assistant Behavior Analyst (BCaBA)	$65.00
Registered Behavior Technician	$37.00
Hourly Training	$150.00
Half Day Training	$500.00 flat rate
Full Day Training	$1,000.00 flat rate
Interventions must be designed and overseen by behavior analysts and therefore we are unable to provide behavior assistant services in isolation.	

EXHIBIT C

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.

INFO ONLY

SCSB 2023-85 (REVISED/RENEWAL)
(Replaces SCSB 2023-72; previously approved on June 28, 2022)

SUWANNEE COUNTY SCHOOL BOARD

PROFESSIONAL/TECHNICAL SERVICES AGREEMENT

This AGREEMENT is ~~made as of the date of execution by and~~effective on July 26, 2022, between the School Board of Suwannee County, Florida ("SCSB"), and **Positive Behavior Supports Corp.** ("Individual"), (hereinafter "Contractor.").

WITNESSED:

WHEREAS, SCSB operates schools and educational institutions and is in need of a qualified, experienced Educational Consultant to provide consulting services for SCSB; 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 educational consulting 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 perform services in any order or sequence specified by SCSB.

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

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

(v) 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.

(vi) 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, on a monthly basis, appropriate documentation of services provided hereunder. 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; and

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

This Agreement shall commence on July 26, 2022~~July 1, 2022~~ and end on June 30, 2023, 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 B attached hereto, which Exhibit is hereby incorporated by reference into, and made a part of, this Agreement. Notwithstanding the foregoing, no compensation shall be payable to Contractor for any services for which Contractor has not submitted the documentation required under Paragraph l(C) 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.

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. Without limiting the generality of the foregoing, Contractor shall comply with the Health Insurance Portability and Accountability Act. Contractor may not use or further disclose Personal Health Information ("PHI") other than as permitted or required by law or this Agreement. In addition, Contractor shall:

- Report to SCSB any impermissible use or disclosure of PHI.
- Ensure that any agents, including subcontractors to whom it provides PHI created or received from SCSB agrees to the same restrictions or conditions that apply to Contractor.
- Make PHI available in accordance with HIPAA Privacy Rules.
- Make PHI available for amendment and incorporate amendments into PHI in accordance with HIPAA rules.
- Make available the information required to make an accounting of disclosures under the applicable HIPAA law and regulations.
- Make its internal practices, and any information related to the use and disclosure of PHI received from, or created or received by Contractor, available to applicable governmental entities.
- Upon termination of the contract, if feasible, return or destroy any and all PHI received from or created or received by the Contractor in performance of this Agreement.

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.

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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 judgment 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'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, 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 L. 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 North Monroe Street, Suite 120
Tallahassee, FL 32301

Contractor: Mike Nolan, President
Positive Behavior Supports Corp.
7108 S. Kanner Hwy.
Stuart, FL 34997

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 C 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 2022-2023 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).

25. NO DISSEMINATION OF CONFIDENTIAL DATA

No confidential data collected, maintained, or used during performance of the Agreement shall be disseminated except as authorized by law and with the written consent of the School Board, either during the period of the Agreement or thereafter.

26. CONTRACTOR'S REPRESENTATIONS AND WARRANTIES

Contractor represents and warrants that the Work Product and any other materials licensed hereunder do not contain any virus, worm, Trojan Horse, tracking software, or devices capable of identifying users or tracking use, or any undocumented software locks or drop dead devices which would render inaccessible or impair in any way the operation of the Work Product or any other hardware, software, or data which the Work Product is designed to work with.

INFO ONLY

SCSB 2023-85 (REVISED/RENEWAL)
(Replaces SCSB 2023-72; previously approved on June 28, 2022)

IN WITNESS WHEREOF, the parties hereto have set their hands and seals to this Agreement on this _____ day of _____, 20__.

SUWANNEE COUNTY SCHOOL BOARD

_____ _____
Jerry Taylor, Chairperson Date

_____ _____
Ted L. Roush, Superintendent of Schools Date

CONTRACTOR

_____ _____
Witness Signature Mike Nolan, President
Positive Behavior Supports Corp.

_____ _____
Type or Print Name of Witness Type or Print Name of Contractor

Date _____ Date _____

INFO ONLY

SCSB 2023-85 (REVISED/RENEWAL)
(Replaces SCSB 2023-72; previously approved on June 28, 2022)

EXHIBIT A

SERVICES PROVIDED:

The Agency shall:

A. Provide behavior analytic services as requested

B. Present a monthly summary of service rendered

C. Furnish copies of evaluation/reviews as needed

D. Provide oversight/supervision of any staff as requested

E. Comply with all Federal, State, and Local Statutes prohibiting discrimination, abuse, and neglect.

F. Insurance: The Agency agrees to maintain adequate liability insurance coverage on a comprehensive basis to hold such liability insurance at all times during the term of the contract. The Agency accepts full responsibility for identifying and determining the type(s) and extent of liability the consumers to be served under this contract. Upon the execution of the contract, the Agency shall furnish Suwannee County School District written verification supporting both the determination and existence of such coverage. Such coverage may be provided by a self-insurance program established and operating under the laws of the State of Florida. At a minimum the following types of insurance will be maintained by the Agency during the term of this contract:

Type	Amount
Comprehensive General Liability (to include professional liability) with a minimum limit of	$1,000,000/ occurrence $2,000,000/ aggregate
Worker's Compensation	Statutory limit, as required

INFO ONLY

SCSB 2023-85 (REVISED/RENEWAL)
(Replaces SCSB 2023-72; previously approved on June 28, 2022)

The Suwannee County School Board shall:

A. Follow and pay for agreed upon services in the compensation agreement listed in Exhibit B

B. Obtain client consent as needed

C. Be responsible for encouraging/overseeing that staff utilize behavioral management procedures learned during training and follow ethical guidelines

D. Provide work space for staff as needed

E. Settle any outstanding invoices within 30 days of receipt

CONTRACTOR FEDERAL IDENTIFICATION NUMBER:
INDIVIDUAL SOCIAL SECURITY NUMBER:

IRS Form W-9 on file

FUNDING SOURCE FOR PAYMENT TO CONTRACTOR:

Mental Health Allocation

INFO ONLY

SCSB 2023-85 (REVISED/RENEWAL)
(Replaces SCSB 2023-72; previously approved on June 28, 2022)

EXHIBIT B

FEE SCHEDULE

Cost Description

The following is a proposed summary of cost per service provided at an hourly rate. PBS provides an extensive list of services in addition to the standard daily supports within the school. These rates are derived based on what other state and private funding sources are currently reimbursing.

Type of Independent Contractor	Hourly Rate
Registered Behavior Technician Training (online including competency exam)	$150 per person
Board Certified Behavior Analyst (BCBA or BCBA-D) 5% of hours of RBT	$85.00
Board Certified Assistant Behavior Analyst (BCaBA)	$65.00
Registered Behavior Technician	$37.00
Hourly Training	$150.00
Half Day Training	$500.00 flat rate
Full Day Training	$1,000.00 flat rate
Interventions must be designed and overseen by behavior analysts and therefore we are unable to provide behavior assistant services in isolation.	

INFO ONLY

SCSB 2023-85 (REVISED/RENEWAL)
(Replaces SCSB 2023-72; previously approved on June 28, 2022)

EXHIBIT C

Public Records Law Requirements
under Chapter 119.0701, Florida Statutes

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

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

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

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

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

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

REQUEST FOR RECORDS RELATING TO DISTRICT'S CONTRACT FOR SERVICES

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

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

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

SUWANNEE COUNTY SCHOOL DISTRICT

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

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

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

TED L. ROUSH
Superintendent of Schools

MEMORANDUM

TO: Ted L. Roush, Superintendent of Schools

FROM: William Brothers, Director of Human Resources

DATE: July 12, 2022

RE: Human Resources Transactions for July 26, 2022
Regular Meeting

RECOMMENDATION:

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

SUWANNEE COUNTY SCHOOL BOARD
Human Resources Transactions
July 26, 2022

TO: District School Board of Suwannee County

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

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

RECOMMENDATIONS FOR THE 2021-2022 SUMMER SCHOOL TERM:

MENTOR	MENTEE	SCHOOL
Suzanne Tillman	Marisley Leal	Suwannee High School

RECOMMENDATION: NON-INSTRUCTIONAL:

Approval for Laritta Hunter to work up to 160 hours during position overlap as Administrative Support Specialist

End of Summer Term List
2021-2022
School Year

RECOMMENDATIONS FOR THE 2022-2023 SCHOOL YEAR:

RECOMMENDATIONS: INSTRUCTIONAL:

RIVEROAK Technical College:
Robin Hall, LPN Instructor, effective July 1, 2022
REPLACES: Jenna Stratton

Suwannee High School:
Leah Harrell, Guidance Counselor 12-month, effective July 5, 2022
REPLACES: Melinda Griffith

Josh Jacobson, Teacher, effective August 3, 2022
REPLACES: New Position

Vance Wiggins, Teacher, effective August 3, 2022
REPLACES: Karen Braun

Suwannee Pineview Elementary:
Crystal Davenport, Teacher (Long Term Substitute), effective August 3, 2022
REPLACES: Kelly Pennington

Samantha Torrese, Teacher, effective August 3, 2022
REPLACES: Christina McCullers

Sara Voss, Teacher, effective August 3, 2022
REPLACES: Hannah Hicks

Suwannee Riverside Elementary:
April Greene, Guidance Counselor, effective July 25, 2022
REPLACES: New Position

Cassandra Griffin, Teacher, effective August 3, 2022
REPLACES: Stephanie Reid

Heather Voss, Teacher, effective August 3, 2022
REPLACES: Stephanie Reid

RESIGNATION: INSTRUCTIONAL: *(Presented for information purposes only)*

Suwannee High School:
Terry Fillyaw, Teacher, effective July 19, 2022

Student Services:
Keri Bean, MTSS Coordinator, effective July 6, 2022

TRANSFERS/REASSIGNMENTS:

NAME:	FROM: SITE/POSITION	TO: SITE/POSITION	REPLACES	EFFECTIVE
Gary Caldwell	RIVEROAK Technical College Asst. Principal	Student Services Asst. Principal	Kim Boatright *(Previously contracted position)*	July 5, 2022
Brooke Cox-Knowles	Suwannee Virtual School Guidance Counselor (12 month)	Suwannee Opportunity School Guidance Counselor (11 month)	New Position	July 25, 2022
Shannon Jernigan	Branford High School Teacher	Suwannee Riverside Elem. Teacher	April Greene	August 3, 2022
Melanie Roberts	Suwannee High School Teacher	Suwannee Virtual School Teacher	Alyssa Hahn	August 3, 2022

SUPPLEMENTARY:

Employee Name	Position	Location
Frank Allen	Athletic Director	SHS
Jessica Anderson	Planning Period Supplement	SSE
Cedric Booth	Boys' Head Basketball Coach	SHS
Kristy Chauncey	Planning Period Supplement	SPE
Timothy Clark	Assistant Athletic Director	BHS
Timothy Clark	Head Football Coach	BHS
Buddy Coleman	Ag/FFA Sponsor	SHS
Deborah Coleman	Ag/FFA Sponsor	SHS
Brooke Cox-Knowles	Planning Period Supplement	SOS/SVS/RTC

Patrick Dawson	NJROTC	SHS
Carlos Diaz	Planning Period Supplement	BHS
Elisa Hall	Planning Period Supplement	SHS
Kyler Hall	Assistant Athletic Director	SHS
Kyler Hall	Head Football Coach	SHS
Priscilla Jones	Planning Period Supplement	BES
Debra Kleinsmith	NJROTC	SHS
William McClendon	Band Director	BHS
Clayton McPeak	Band Director	SHS
Tammy Neil	Planning Period Supplement	SMS
Fred "Alex" O'Quinn	Athletic Director	BHS
Stephanee Phillips	Planning Period Supplement	SRE
Barrinesha Washington	JV Cheerleading Sponsor	SHS
Stacy Young	Ag/FFA Sponsor	BHS

RECOMMENDATIONS: NON-INSTRUCTIONAL/SCHOOL RELATED:

District Wide:
Uriel Ramirez, Custodian, effective July 11, 2022
REPLACES: New Position

RIVEROAK Technical College:
Jessica Cabrera, Administrative Secretary I, effective July 11, 2022
REPLACES: Tommy Miller

Brittany Frye, Bookkeeper (Temporary), effective July 7, 2022
REPLACES: Kristine Benton

Alison Hawkins, Clerk, effective July 18, 2022
REPLACES: Jennifer Floyd

Suwannee Opportunity School:
Edwina Woods, Paraprofessional, effective August 3, 2022
REPLACES: Christina Powell

Suwannee Pineview Elementary:
Demetres Perkins, Food Service Worker, effective August 8, 2022
REPLACES: Annie Folsom

Suwannee Riverside Elementary:
Heather Corbin, Paraprofessional, effective August 3, 2022
REPLACES: Gabrielle Buchanan

Amanda Gaylord, Paraprofessional, effective August 3, 2022
REPLACES: Amanda Bartley-Ramirez

Kalie Hingson, Paraprofessional, effective August 3, 2022
REPLACES: Janell Cline

RESIGNATIONS: NON-INSTRUCTIONAL: *(Presented for information purposes only)*

Suwannee Springcrest Elementary:
Holly Melland, Paraprofessional, effective July 5, 2022

Transportation:
Ashley Payne, Bus Driver, effective July 11, 2022

Joanne Ripley, Crossing Guard, effective July 7, 2022

TRANSFERS/REASSIGNMENTS:

NAME:	FROM: SITE/POSITION	TO: SITE/POSITION	REPLACES	EFFECTIVE
Teresa Brannan	Suwannee Pineview Elem. Food Service Worker	Suwannee Pineview Elem. Asst. Food Service Manager	Melanie Rickett	August 4, 2022
Kimberly Choe	Suwannee High School Asst. Food Service Manager	Suwannee High School Food Service Manager	Tammy Warner	August 4, 2022
Anne Folsom	Suwannee Pineview Elem. Food Service Worker	Suwannee Springcrest Elem. Asst. Food Service Manager	Amelia Warner	August 4, 2022
Mallory Jackson	Suwannee Pineview Elem. Teacher (Long Term Sub.)	Suwannee Pineview Elem. Teacher	Malea Gold	August 3, 2022
Janice Lee	Branford Elementary School Asst. Food Service Manager	Branford Elementary School Food Service Manager	Rosanna Holtzclaw	August 4, 2022
Kelly Melland	Suwannee Riverside Elem. Nurse	Suwannee Pineview Elem. Nurse	Pattie Nixon	August 3, 2022
Tommy Miller	RIVEROAK Technical College Administrative Secretary I	RIVEROAK Technical College Test Administrator Transition Specialist/Chief GED Test Examiner	Jeffery Lee	June 2, 2022
Artra Moore	Suwannee Pineview Elem. Paraprofessinal *(Temporary)*	Suwannee Pineview Elem. Paraprofessional	Cathy Jerkins	August 3, 2022
Paul Otterbine	Branford Elementary School 8 hr. Food Service Worker	Suwannee Pineview Elem. 8 hr. Food Service Worker	Teresa Brannan	August 8, 2022
Melanie Rickett	Suwannee Pineview Elem. Asst. Food Service Manager	Suwannee Pineview Elem. Food Service Manager	Rebecca Kirby	August 4, 2022
Edith Underwood	Branford High School Food Service Worker	Branford Elementary School Asst. Food Service Manager	Janice Lee	August 4, 2022
Amelia Warner	Suwannee Springcrest Elem. Asst. Food Service Manager	Suwannee High School Asst. Food Service Manager	Kimberly Choe	August 4, 2022

MISCELLANEOUS:

District Wide/21st Century:

Approval of the following teachers/paraprofessionals to work as Site Coordinators in the 21st Century Afterschool program:

Staci Greaves	Suwannee Riverside Elementary
Julie Griswold	Suwannee Springcrest Elementary
Joyce McIntosh	Suwannee Pineview Elementary
Denah Phillips	Branford Elementary School

SUBSTITUTES:

Transportation:

The following to serve as Substitute Bus Attendants:

Cynthia Carter
Vicki Ciamaichelo
Lashley Luke
Albert Michetti

VOLUNTEERS:

Dixie Corbin
Herman Gunter IV

End of List
2022-2023
School Year

SAFE AND SECURE SCHOOLS 3.06

POLICY:

I. Introduction

The Suwannee County School Board has as its first obligation to provide a safe, secure and orderly learning environment in all schools and at all sponsored activities for students, school personnel, and other persons. Maintaining a safe environment is the responsibility for all personnel. All exterior and interior doors shall remain locked when students are present. Personnel discovered to have propped-open, defeated door locking mechanisms, unlocked door, or unsecure doors may receive adverse disciplinary action through progressive discipline to include and up to termination. Shop doors that are inside secured areas may be opened for air flow/ventilation when personnel are present and the doors are under direct observation.

II. Orderly Environment

An orderly environment can only be achieved by developing procedures to control students, personnel, and other persons on school property and attending School Board or school sponsored events or activities. All procedures shall reflect the following policy provisions:

A. No person other than a student and employee of a school site shall be on a school campus during school hours unless they are in compliance with Policy 9.07 (Visitors).

B. A student who is suspended or expelled is not in good standing and is not permitted on the school campus, school grounds, or at a school sponsored activity.

C. Any person on a school campus or school grounds not in accordance with this policy is hereby declared to be a trespasser and shall be asked to leave immediately by any staff member. Each principal shall keep a log of such incidents, which shall provide the name of the person asked to leave and other pertinent information. If said person shall again be seen upon the school campus or school grounds, any staff member shall

immediately notify the principal or appropriate local law enforcement officials without further warning.

D. Individuals who enter School Board property, activity, or School Board meeting without a legitimate reason and create a disturbance or refuse to leave the property or activity when asked by the board chairperson, Superintendent/designee, principal or person in charge are subject to criminal penalty as provided in Florida Statutes. The person in charge shall contact appropriate law enforcement officials in cases of disruptive activity or refusal to leave the school property or activity and take appropriate actions to have the offender punished as prescribed by law. The Superintendent shall be notified of any such action at schools or school activities.

E. No person except law enforcement, security officers, and other legally identified individuals may have in his/her possession any weapon, illegal substance, or dangerous substance while on school property or at school events. However, District employees may possess a securely encased concealed firearm in their vehicle in accordance with F.S. 790.25 (5).

III. The following emergency response agency(ies) will notify the District in the event of an emergency:

Emergency Response Agency	Type of Emergency
Live Oak Police Department	All Emergencies
Suwannee County Sheriff's Department	All Emergencies
Suwannee County Fire and Rescue	All Emergencies

IV. Safety and Security – Emergency Plans

A. The Superintendent shall develop a School Safety and Security Plan with input from representatives of the local law enforcement agencies, the local Fire Marshall(s), representative(s) from emergency medical services; building administrators, representative(s) from the local emergency management agency, School Resource Officer(s) and/or representative(s) of the Suwannee County Health Department. The District's Emergency Response Plan is a comprehensive guide that covers all aspects of school safety such as locked doors. The best practice for securing classroom doors is by keeping the door LOCKED at all times.

B. As required by state law, the Superintendent shall require the use of the Safe School Assessment Survey based on the School Safety and Security Best Practices Indicators created by FL DOE Safe School Assessment Tool (FSSAT) to conduct a self-assessment of the District's current safety and security practices.

C. Upon completion of these self-assessments, the Superintendent shall convene a safety and security review meeting for the purpose of: (a) reviewing the current School Safety and Security Plan and the results of the self-assessment; (b) identifying necessary modifications to the plan; (c) identifying additional necessary training for staff and students; and (d) discussing any other related matters deemed necessary by the meeting participants.

D. The Superintendent shall present the findings of the safety and security review meeting to the Board for review and approval of appropriate school safety, emergency management and preparedness plans. The Superintendent shall make any necessary recommendations to the Board that identify strategies and activities that the Board should incorporate into the School Safety and Security Plan and/or implement in order to improve school safety and security. The School Safety and Security Plan is, however, confidential and is not subject to review or release as a public record.

E. The Superintendent shall report the self-assessment results and any action taken by the Board to review the School Safety and Security Plan to the Commissioner of Education within thirty (30) days after the Board meeting.

F. Emergency management and preparedness plans shall include notification procedures for weapon use and active assailant/hostage situations, hazardous materials and toxic chemical spills, weather emergencies, and exposure resulting from a manmade emergency.

G. Emergency management and preparedness procedures for active shooter situations shall engage the participation of the District's Director of School

Safety, threat assessment team members, faculty, staff, and students for each school and be conducted by the law enforcement agency or agencies designated as first responders to the school's campus.

1. Accommodations for drills conducted at exceptional student education centers may be provided.

H. Each school shall develop and maintain an up-to-date plan based upon the uniform guidelines and including the provisions of Florida law, State Board of Education rules, and other applicable regulations.

I. Copies of school plans shall be provided to county and city law enforcement agencies, fire departments, and emergency preparedness officials.

V. Threat Assessment

A. The primary purpose of a threat assessment is to minimize the risk of targeted violence at school. The Board's threat assessment process is designed to be consistent with the process set forth in the joint U.S. Secret Service and U.S. Department of Education publication. Threat Assessment in Schools: a Guide to Managing Threatening Situations and to creating Safe School Climates for identifying, assessing, and managing students who may pose a threat. The goal of the threat assessment process is to take appropriate preventative or corrective measures to maintain a safe school environment, protect and support potential victims, and provide assistance, as appropriate, to the student being assessed. The threat assessment process is centered upon an analysis of the facts and evidence of behavior in a given situation. The appraisal of risk in a threat assessment focuses on actions, communications, and specific circumstances that might suggest that an individual intends to cause physical harm and is engaged in planning or preparing for that event.

B. The Board authorizes the Superintendent to create building-level, trained threat assessment teams. Each team shall be headed by the principal and shall include a person with expertise in counseling (school/psychological), instructional personnel, and law enforcement (school resource officer) and

provide guidance to students, faculty, and staff regarding recognition of threatening or aberrant behavior that may represent a threat to the community, school, or self. All members of the threat assessment team must be involved in the threat assessment process and final decision making.

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1. The threat assessment team will be responsible for the assessment of individuals whose behavior may pose a threat to the safety of school staff and/or students and coordinating resources and interventions for the individual.

2. If a student with a disability is reported to have made a threat to harm others, and the student's intent is not clear, a referral will be made to the threat assessment team for evaluation.

3. Upon a preliminary determination that a student poses a threat of violence or physical harm to him/herself or others, the threat assessment team may obtain criminal history record information. The team must immediately report its determination to the Superintendent who must immediately attempt to notify the student's parent or legal guardian. A parent or guardian has the right to inspect and review the threat assessment. The team will coordinate resources and interventions to engage behavioral and or mental health crisis resources when mental health or substance abuse crisis is suspected.

4. The threat assessment team must plan for the implementation and monitoring of appropriate interventions to manage or mitigate the student's risk for engaging in violence and increasing the likelihood of positive outcomes.

5. Upon the student's transfer to a different school, the threat assessment team must verify that any intervention services provided to the student remain in place until the threat assessment team of the receiving school independently determines the need for intervention services. Threat assessment teams must meet as often as needed to fulfill their duties of assessing and intervening with persons whose behavior may pose a threat to school staff or students, but no less than monthly. The

teams must maintain documentation of all meetings, including meeting dates and times, team members in attendance, cases discussed and actions taken.

VI. Safety – Procedures

A. School alarms shall be monitored on a weekly basis and malfunctions shall be reported for immediate repair.

B. A safety program shall be established consistent with the provisions of Policy 8.01. The emergency preparedness procedures will identify the individuals responsible for contacting the primary emergency response agency and the emergency response agency that is responsible for notifying the school district for each type of emergency.

C. Emergency evacuation drills (fire, hurricane, tornado, active assailant/hostage situation, other natural disaster, and school bus) shall be held in compliance with state requirements and formulated in consultation with the appropriate public safety agencies. Each principal, site administrator, or transportation official is responsible for:

1. Developing and posting emergency evacuation routes and procedures;

2. Assigning and training all staff members in specified responsibilities to ensure prompt, safe and orderly evacuation;

3. Identifying and reporting hazardous areas requiring corrective measures; and

4. Preparing and submitting a written report of each emergency evacuation drill to the District Office.

D. In the event of an emergency, the Superintendent is authorized to dismiss early or close any or all schools. Except that the principal may dismiss the school when the Superintendent or designee cannot be contacted and an extreme emergency exists endangering the health, safety, or welfare of students. Any such actions shall be reported immediately to the Superintendent or designee along with a statement describing the reasons

for the action. Such report shall be submitted to the School Board at the next regular meeting unless a special meeting is held relating to the emergency.

E. Parents, as defined by law, have a right to timely notification of threats, unlawful acts, and significant emergencies that occur on school grounds, during school transportation or during school-sponsored activities pursuant to sections 1006.07(4) and (7), F.S.

1. Parents have a right to access school safety and discipline incidents as reported pursuant to section 1006.07(9), F.S.

F. All exterior and interior doors shall remain locked when students are present. Shop doors that are inside secured areas may be opened for air flow/ventilation when personnel are present and the doors are under direct observation.

VII. Safety – Violence Prevention

A. The Superintendent shall develop a violence prevention plan for use by each school.

B. Training in identification of potentially violent behaviors and the procedures to be implemented shall be provided to personnel of the schools.

VIII. Security

A. The Superintendent shall establish and implement a Domestic Security Plan consistent with the requirements of the National Incident Management System (NIMS).

B. The Superintendent shall develop and implement guidelines and procedures for reviewing each school's security provisions.

C. The Superintendent shall designate an administrator or law enforcement officer employed by the Suwannee County Sheriff's Office as the school safety specialist for the District. The School Safety Specialist is responsible for the supervision and oversight for all school safety and security personnel, policies, and procedures in the District. The School

Safety Specialist's responsibilities include, but are not limited to the following:

1. On an annual basis the school safety specialist will review district and charter school policies and procedures for compliance with state law and rules and ensure the timely and accurate submission of the school environmental safety incident report (FSSAT) to the Department.

2. The School Safety Specialist must provide recommendations to the superintendent and school board at a publicly noticed board meeting identifying strategies and activities that the Board should implement in order to address the findings to improve school safety and security.

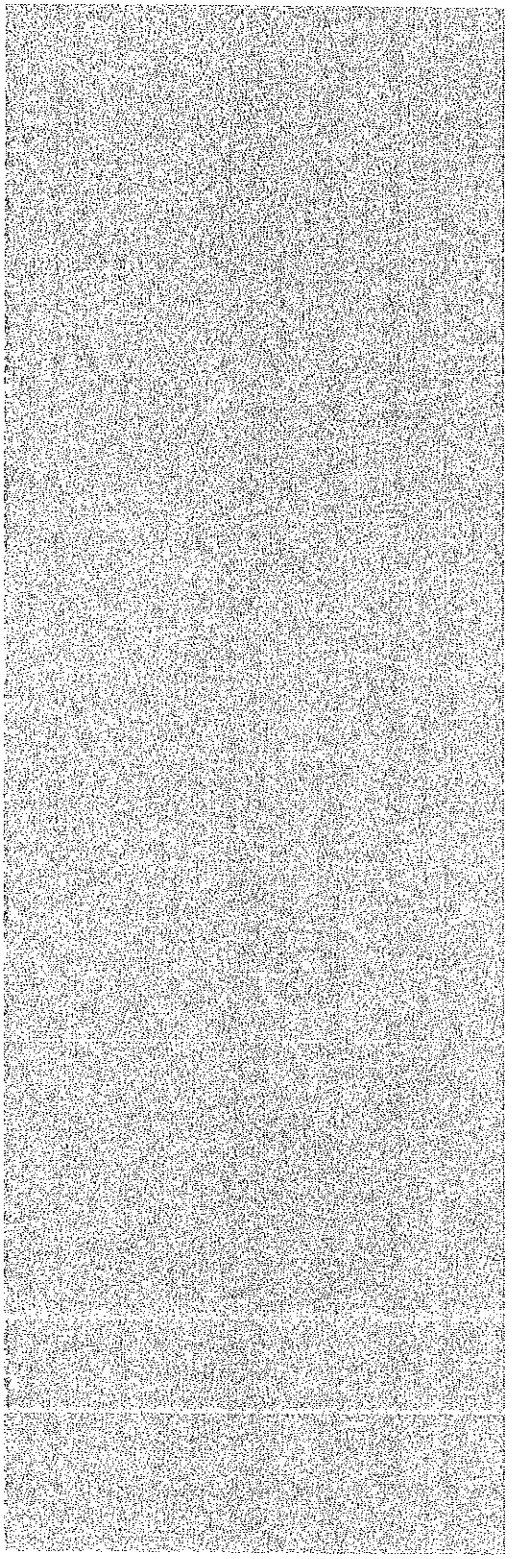
3. No later than November 1, the School Safety Specialist shall submit a district best-practice assessment in the FSSAT that includes the school board's action(s) to the school security risk assessment findings and recommendations provided to them.

4. Provide training and resources to students and staff in matters relating to mental health awareness and assistance; emergency procedures (including active assailant training), and school safety and security.

5. The School Safety Specialist will develop a process related to safety used to identify and correct instances of noncompliance at the school.

    a. Deficiencies relating to safe-school officer coverage must be resolved by the next school day.

    b. Within 24 hours, the School Safety Specialist must notify the Office of Safe Schools of the deficiencies related to safe-school officer coverage and any instance of noncompliance that is determined to be an imminent threat to the health, safety and welfare of students or staff. The Office of Safe Schools shall be notified within three (3)



days of any instance of noncompliance that is not corrected within 60 days.

6. The School Safety Specialist shall notify the district's superintendent if there is a suspected deficiency of the district's and/or a school's noncompliance.

D. A review of each school's security provisions shall be conducted annually by the principal with a written report submitted to the Superintendent or designee for submission to the Board for review.

E. Each school's emergency plan shall include security provisions including emergency lockdown procedures.

F. Establishing policies and procedures for the prevention of violence on school grounds; including assessment of and intervention with individuals whose behavior poses a threat to the safety of the school community.

G. Adhering to background screening procedures for all staff, volunteers and mentors.

H. Security trailers may be located on school property.

IX. Mental Health

A. The School Board shall identify a mental health coordinator for the District. The mental health coordinator shall serve as the primary contact for the district's coordination, communication, and implementation of student mental health policies, procedures, responsibilities, and reporting.

B. The mental health coordinator shall be responsible for:

1. working with the Office of Safe Schools;

2. maintaining records and reports regarding student mental health as it relates to school safety and the mental health assistance allocation;

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3. facilitating the implementation of school district mental health policies relating to the respective duties and responsibilities of the school district, the superintendent, and school principals;

4. coordinating the staffing and training of threat assessment teams with the school safety specialist, and facilitating referrals, to mental health services, as appropriate for students and their families;

5. coordinating with the school safety specialist, the training and resources for students and school district staff relating to youth mental health awareness and assistance; and

6. annually review of the district's policies and procedures related to student mental health for compliance with state law and alignment with current best practices and making recommendations, as needed, for amending said policies and procedures to the superintendent and the district school board.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 316.614, 790.115, 790.25, 1001.43, 1001.51, 1006.062, 1006.07, 1006.145, 1006.1493, 1006.21, 1013.13, F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-1.0403, 6A-3.0171

History:	Adopted:
	Revision Date(s): 12/17/02, 4/27/10, 5/22/2018, 9/25/2018, 11/19/2019, 12/15/2020, 4/27/2021, 10/26/2021, 1/25/2022
	Formerly: Campus Disorders and Trespassing 3.06

SUICIDE PREVENTION 3.141

I. This policy covers actions that take place in the school, on school property, at school-sponsored functions and activities, on school buses or vehicles or at bus stops, and at school-sponsored out-of-school events where school staff are present. This policy applies to the entire school community.

The School Board is committed to protecting the health, safety and welfare of its students and school community. The Board recognizes that suicide is one of the leading causes of death for Florida's youth. It is critical for families and community members to communicate with and provide information to school staff to identify students at risk of suicide.

II. The Board directs all school district staff members to be alert to a student who exhibits warning signs of self-harm or who threatens or attempts suicide. Any such warning signs or the report of such warning signs from another student or staff member shall be taken with the utmost seriousness and reported immediately to the Principal or designee.

III. The Superintendent shall develop procedures to ensure that this policy is carried out in each of the District schools. The Superintendent will prepare and disseminate guidelines to assist school district staff members in recognizing the warning signs of a student who may be contemplating suicide, to respond to a threat or attempted suicide. The Superintendent will develop an intervention plan for in-school suicide attempts, out of school suicide attempts and an appropriate re-entry process, including a re-entry meeting to discuss the development of a safety plan and additional interventions or supports.

IV. Professional development training in youth suicide prevention opportunities shall be provided to student personnel services staff, administration and instructional staff. A two (2) hour continuing education program of youth suicide awareness and prevention training, utilizing training materials from the list approved by the Florida Department of Education (FLDOE) is also available for all district staff in all job categories as well as other adults on

campus who regularly interact with students or are in a position to recognize the risk factors and warning signs of suicide. Instruction about how to identify appropriate mental health services and how to refer youth and their

families to those services should be included in the program. If all instructional personnel at a District school participate in the two (2) hour training, the school will be considered a "Suicide Prevention Certified School".

V. Florida Statute 1003.42 required instruction of 5 hours of mental health instruction for grades 6-12 will be implemented annually through developmentally appropriate instruction and skill building and will address, at a minimum, the following topics: (1) Recognition of signs and symptoms of mental health disorders; (2) Prevention of mental health disorders; (3) Mental health awareness and assistance; (4) How to reduce the stigma around mental health disorders; (5) Awareness of resources, including local school and community resources; (6) The process for accessing treatment; (7) Strategies to develop health coping techniques; (8) Strategies to support a peer, friend, or family member with a mental health disorder; (9) Prevention of suicide; and (10) Prevention of the abuse of and addiction to alcohol, nicotine, and drugs.

VI. The Principal, or designee, shall immediately contact the parent(s) of the student exhibiting warning signs of suicide to inform the parent(s) the student will be referred to a school-based mental health services provider to perform either the CSSRS or SAFE-T suicide risk assessment prior to determining whether the student requires an involuntary examination (Baker Act).

A. Annually the District and local mobile response teams coordinate with each other on the suicide screening assessment tool to be used to ensure they are using the same screening instrument.

STATUTORY AUTHORITY: **1001.41, 1001.42, F.S.**

LAW(S) IMPLEMENTED: **1003.42, 1012.583, F.S.**

STATE BOARD OF EDUCATION RULE(S):

History:	Adopted: 4/27/2021 Revision Date(s): Formerly: New

BACKGROUND SCREENING FOR CONTRACTORS 3.25+

I. Contractual personnel who are permitted access on school grounds when students are present, who have direct contact with students or who have access to or control of school funds must meet the background screening requirements and process as set forth in section 1012.32 Florida Statutes. Contractual personnel shall include any vendor, individual or entity under contract with a school or the School Board. Each vendor, individual contractor or employee of a contractor as described in this section must provide verification that he/she has met the level two (2) screening requirements prior to accessing a school campus and provide evidence of compliance with Florida Statute Section 448.095 (evidence may consist of, but is not limited to, providing notice of Contractor's E-Verify number).

II. The District shall issue a state identification badge that is valid for five (5) years to a contractor who meets level 2 screening requirements. The recipient of the badge shall be responsible for paying a fee established by the Department of Education. The badge shall bear the picture of the contractor and must be visible at all times the contractor is on school grounds.

III. The District shall recognize the uniform statewide identification badge that has been issued by another school district.

IV. A noninstructional contractor who has been convicted of any disqualifying offense, as defined in Florida Statutes, shall not have access to school grounds when students are present, shall be immediately suspended from having access to school grounds and shall remain suspended unless and until the conviction is set aside in any post-conviction proceeding. A non-instructional contractor shall not have access to school grounds unless the contractor has received a full pardon or has had his or her civil rights restored. A non-instructional contractor who is present on school grounds in violation of this subsection commits a felony of the third degree, punishable as provided in s. 775.082 or s. 775.083.

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V. Contractual personnel must also meet the level two (2) screening requirements every five (5) years following entry into a contract. If the fingerprints of an individual under contract with the School Board have not been retained by the Florida Department of Law Enforcement, the individual must submit a complete set of fingerprints to the District.

VI. Each person under contract as described in sections I. and II. must agree to inform the party with whom he/she is under contract within forty-eight (48) hours if convicted of any disqualifying offense while under contract. The individual shall also be responsible for returning the badge within forty-eight (48) hours to the district that issued the badge. If it is found that a person under contract does not meet the level two (2) requirements, the individual shall be immediately suspended from working in a contractual position and shall remain suspended until final resolution of any appeals. A person who is working with an intern will not be allowed to continue in an unsupervised situation.

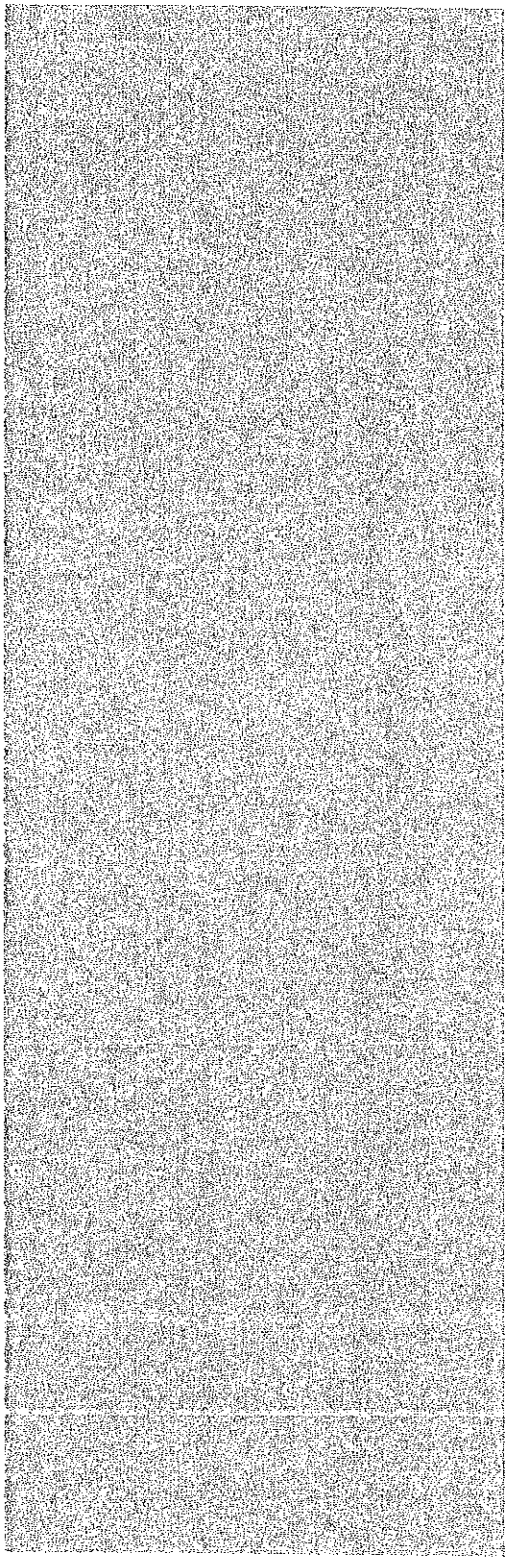
VII. The following noninstructional contractors shall be exempt from level 2 screening:

A. A contractor who is under direct, line of sight supervision of a District employee or contractor who has met level 2 screening requirements;

B. A contractor who is required by law to undergo level 2 screening for licensure, certification, employment, or other purpose and provides appropriate documentation;

C. A law enforcement officer who is assigned or dispatched to school grounds;

D. An employee or medical director of a licensed ambulance provider who is providing services;



E. A contractor at a site where students are not permitted and a six (6) foot chain link fence separates the work site from the remainder of the school grounds; or

F. A contractor who provides pickup or delivery services that involve brief visits to school grounds when students are present.

VIII. A noninstructional contractor, as described in section VIII., who is exempt from level 2 screening shall be subject to a search of the registry of sexual offenders and sexual predators maintained by the Florida Department of Law Enforcement and the National Sex Offender Public Registry maintained by the U.S. Department of Justice. The District shall conduct the registry search without charge to the contractor. If a contractor is identified as a sexual predator or offender and not allowed on school grounds, the District shall notify the vendor, individual or entity under contract within three (3) business days.

IX. The Superintendent shall develop procedures to implement this policy.

STATUTORY AUTHORITY: **1001.41, 1001.42, F.S.**

LAW(S) IMPLEMENTED: **288.061, 448.095, 1001.43, 1003.496, 1012.32, 1012.465, 1012.467, 1012.468, F.S.**

HISTORY: **ADOPTED: 1/28/2014**
REVISION DATE(S): 9/22/2020
FORMERLY: NEW

INSTRUCTIONAL MATERIALS SELECTION 4.12

POLICY:

All classroom instructional materials, used in the Suwannee County Schools including State-adopted single source textbooks, instructional aids, and other supplementary materials, for the first time shall undergo an evaluation. This evaluation shall determine the suitability of the materials for information being taught in the classroom in relationship to State standards, curriculum frameworks, and district programs, as well as with state and district performance standards.

I. Evaluation of Instructional Materials. The Superintendent shall establish a District Review Committee and develop procedures for the review and evaluation of instructional materials. The District Review Committee will include content area teachers, one or more parents of children at content grade level and district personnel. Meetings of the District review committee convened for the purpose of ranking, eliminating, or selecting instructional materials for recommendation to the School Board must be noticed and open to the public in accordance with s. 286.011 F.S. The staff involved in this process shall recommend to the Superintendent the instructional materials that address the goals and objectives for adopted courses of study and the course descriptions established by State Board Rule as well as the state and district performance standards for submission to the Board for adoption. The instructional materials shall be from the State-adopted instructional materials list if there has been a State adoption or from publishers and other resources if there has not been a State adoption.

II. Adoption of Instructional Materials. The following procedures for the adoption of instructional materials apply only to those instructional materials that serve as the major content tool and basis for instruction for each student in the core subject areas of mathematics, language arts, social studies, science, reading, and literature:

A. Prior to final adoption, student editions of the recommended instructional materials will be made accessible for review online for at least twenty (20) calendar days before consideration by the School Board.

B. Public notice of the materials being considered for adoption shall specifically list the materials and how they can be accessed.

C. The School Board shall conduct an open noticed public hearing to receive comment on recommended materials prior to adoption.

D. The School Board shall conduct an open, noticed public meeting to approve an annual instructional materials plan to identify any instructional materials that will be purchased. The public meeting will take place on a different date after the public hearing.

E. The School Board shall receive comment at the public hearing and meeting as prescribed by policy.

F. The School Board must select, approve, adopt, or purchase all materials as a separate line item on the action agenda.

G. The following procedures shall apply to all objections to instructional materials adopted by the School Board.

1. The parent or a resident of the County, as defined by Florida Statutes, may contest the district school board's adoption of a specific instructional material by filing a written objection using the form that is available in each school office, the Superintendent's office, or on the District website.

2. The form must be signed by the parent or resident of the county, include the required contact information, and state the objection to the instructional material based on the criteria stated in Florida Statutes s. 1006.31(2) or 1006.40(3)(d).

3. The written objection must be filed within thirty (30) calendar days of the adoption of the material. A complainant who does not complete and return the form within the required time shall receive no consideration. The statement shall include the following information:
    a. Author, compiler, or editor;
    b. Publisher;

c. Title;
d. Reason for objection;
e. Page number of each item challenged; and
f. Signature, address and telephone number of person making the complaint.

4. Within thirty (30) days after the initial thirty-day period has expired, the School Board shall conduct at least one public hearing before an unbiased and qualified hearing officer on all petitions timely received during the thirty-day time period. The petitioner(s) shall be notified in writing of the date and time of the hearing at least seven (7) days prior to the hearing. The hearing must provide sufficient procedural protections to allow each petitioner an adequate and fair opportunity to be heard and present evidence to the hearing officer.

5. The contested material shall be made available to the public online at least seven (7) days before the hearing.

6. The decision of the School Board, after convening a hearing, shall be final and not subject to further review or petition.

H. The Superintendent shall annually submit to the Commissioner of Education a report identifying each material the District received an objection to pursuant to s. 1006.40(3)(d) and the specific objections raised; the material that was removed or discontinued as a result of an objection; and the grade level and course for which the removed or discontinued material was used.

III. Evaluation and Adoption of Other Classroom Instructional Aids and Materials. The following procedures will be followed in the evaluation, selection, and use of additional instructional aids for classroom use that have not been adopted by the State Board of Education, and approved for use:

A. When teachers, groups of teachers, or academic departments determine that the need exists for new or additional classroom instructional aids, they shall review available items and seek input

and assistance, when appropriate, from parents, students, and other lay members of the community, and determine which instructional aid or aids best meet instructional needs.

B. After making this determination, they shall prepare a written rationale for each instructional aid, which includes, but is not limited to, the following:

1. The class(es) or age group(s) that the instructional aid is appropriate.

2. How the use of the instructional aid will meet the curriculum objective(s).

3. The way(s) in which the instructional aid will be used to meet the curriculum objective(s).

4. Problems, if any, of style, tone, content or theme inherent in the instructional aid, and the way(s) in which these problems will be addressed during the instructional process.

5. Other appropriate instructional aids available for individual students to use in place of the one selected.

6. Where applicable, supporting professional materials which were used in selecting the instructional aid.

C. The rationale shall be submitted to the principal. The principal shall review the rationale to determine whether it demonstrates that the instructional aid is consistent with the district goals and with the school and course objectives. Within ten (10) working days, the principal shall recommend, in writing, the approval or the rejection of the instructional aid, or shall return the rationale to the teacher for revision. If the instructional aid is recommended for rejection or returned for revision, the principal shall state the reasons in writing. Upon resubmission of a revised rationale by the teacher, the principal shall make a decision for recommendation or rejection within ten working days. The principal shall submit the recommendation to the Director of Curriculum and the

Superintendent. If the instructional aid is rejected by the Director of Curriculum and the Superintendent, the teacher shall have ten (10) working days from the date of rejection to file a written request for review by the School Board.

D. The Superintendent shall submit a written list of any instructional aids that have been submitted by teachers and rejected by a principal, the Director of Curriculum or by the Superintendent, and not appealed by the teacher. The list shall state the reasons for the rejection of each instructional aid.

E. The rejection at any level, of the use of an instructional aid shall be for that academic year only. Any instructional aid previously rejected, at any level may be resubmitted in any subsequent year.

F. Materials approved shall be deemed appropriate for use at the grade level requested and may be used at higher levels throughout the district providing that the curriculum sequence is maintained.

G. A parent, as defined by Florida Statutes, may object to his/her child's use of a specific instructional material or an adult student may object to the use of a specific material in his/her instructional program. The parent or adult student may request a conference with the principal or principal's designee to discuss the use of the material.

H. The complainant will be provided with the District's policies and procedures for the selection of instructional materials. The principal or designee will explain the use of the material in the instructional program and answer questions from the individual.

I. If the issue is not resolved at the conference, the complainant will be provided with the form to file a written objection and an explanation of the process that will be followed.

J. Within ten (10) working days of such filing, parents of other students in the class(es) involved or potentially affected in that

school shall be notified in writing by the principal that a challenge has been initiated.

K. School-level Instructional Appeals Committee. The Appeals Committee shall consist of two teachers selected by the Superintendent from that particular school, two teachers selected by the principal from that particular school and three (3) citizens selected by the School Board who reside in the particular school zone to evaluate the challenged materials and to make recommendations of any changes. The principal shall notify the Superintendent and the instructional materials coordinator when a committee is convened.

L. Challenged materials shall be read and re-evaluated by the committee, considering the specific objections raised. The committee shall report its decision within fifteen (15) working days. The committee recommendations shall address whether the challenged material is consistent with the selection criteria outlined herein. The Committee shall have no authority to determine curriculum. Within ten (10) working days of receiving the recommendations of the Committee, the principal shall make a decision whether to retain the material or remove the material. The principal shall take into account the Committee's recommendations when making his/her decision.

M. The complainant shall be informed in writing concerning the principal's decision.

1. If the principal determines the challenged material be retained, the complainant shall be notified in writing within five (5) working days. The Complainant shall be given a copy of the decision of the Committee's decision and a copy of the procedures for filing an appeal.

2. If the principal determines that the challenged material be removed, then the complainant, the teacher(s), the students in the class, and the parents of the students in the class where the complaint was initiated, shall be notified in writing within five (5) working days of the decision at the same time

the decision will be referred to the District's Instructional Material Review Committee.

N. District-Level Appeals. An appeal of a principal's determination to retain challenged materials must be filed with the principal within five (5) working days of notification of that determination and shall include a specific statement of the complainant's grounds for disagreement with the principal's determination. Copies of the appeal shall be furnished to the teacher(s) and the parents of the students in the class where the complaint was initiated within five working days of the filing of the appeal.

O. A committee shall be appointed by the Superintendent to review the appeal. The Superintendent shall designate the Curriculum Director as being responsible for the organization of this review committee according to School Board policies. The committee's recommendations shall be submitted to the Superintendent within fifteen (15) working days. A committee member shall not be selected from the school where the challenged materials originated. The district level committee will include:

1. District Level Staff Member. One staff member from the level or special area where the material has been challenged.

2. Three Principals. One principal shall be appointed from each level (elementary, middle, and high school). However, only the principal from the same level as the school at which the challenge originates shall serve on the review panel for the particular material.

3. Grade Level Instructional Staff Member. One instructional staff member who is a department head, grade level chair or team leader from the same level (elementary, middle, or high school) at which the challenge originates.

4. Three Teachers. Three teachers from the same level at which the challenge originates shall be appointed by name.

5. Four Parents. One shall be a parent of an elementary school student, one shall be a parent of a middle school student and two shall be the parents of high school students.

P. The committee's review shall be treated objectively, unemotionally, and in a businesslike manner and shall be conducted in the best interest of the students, the school, and the community. Efforts shall be made to meet with citizens who register concerns to consider their objections.

Q. The complainant shall be informed, in writing, in fifteen (15) working days after the committee's recommendation is received by the Superintendent.

R. A School Board appeal may be requested by the complainant when the school and district-level appeals do not satisfactorily resolve the concerns. The School Board shall review recommendations from the school and district-level committees and shall render the final decision on the complainant's concern.

S. The decision to remove challenged material from use shall, unless otherwise determined by the School Board, be effective at the grade level at which the material is in use and all lower grades.

T. Classroom Libraries. Materials in this category presently in the classroom which have been approved for classroom use shall remain available for continuing use by students. Materials acquired to replace or duplicate books or other materials which have already been approved may be made available for student use without resubmission of their titles to the school's media center. When new materials are added to the classroom library, a list of said new materials shall be submitted to the school's media center. Teachers shall apply the selection criteria set forth in Policy 4.13 Education Media Materials Selection.

STATUTORY AUTHORITY: 1001.41; 1001.42, F.S.

LAWS IMPLEMENTED: 1001.43; 1006.28, 1006.29 (5); 1006.31, 1006.32, 1006.42 F.S.

History:	Adopted: Revision Date(s): 4/27/10 Formerly: New

EDUCATIONAL MEDIA MATERIALS SELECTION 4.13

POLICY:

I. Objectives of Selection - The primary objective of the school's educational media center is to implement, enrich, and support the educational program of the school. The center shall provide a wide range of materials on all levels of difficulty, with diversity of appeal, and the representation of different points of view. The School Board asserts that the responsibility of the media center is to provide:

A. Instructional and supplemental materials that will enrich and support the curriculum, taking into consideration the varied interest, abilities, and maturity levels of the students being served.

B. Materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards.

C. A background of information enabling students to make intelligent judgments in their daily life.

D. Materials on opposing sides of controversial issues in order that students may develop, under guidance, the practice of critical analysis of all media.

E. Materials representative of the many religious, ethnic, and cultural groups and their contributions to the heritage and culture of America and the world.

F. A comprehensive collection appropriate for the users of the media center placing principle above personal opinion and reason above prejudice in the selection of materials of the highest quality.

II. Legal Responsibility for Selection. The School Board is legally responsible for all matters relating to the operation of the Suwannee County Schools. The responsibility for the selection of educational materials, regardless of whether

the book is purchased, donated, or otherwise made available to students is delegated to a school district employee who holds a valid educational media specialist certificate. School principals are responsible for overseeing compliance with school district procedures for selecting school library media center materials.

III. Parental Responsibility. Parents shall have the right to review materials in the media center and request that it be noted in the Student's library record that the student not be allowed to check out certain material.

IV. Criteria for Selection of Media Materials

A. The standards to determine the propriety of the educational materials shall be pursuant to Florida Statutes.

B. First consideration shall be given to the needs of the individual school based on knowledge of the curriculum, of the existing collection, and of the needs of children and youth. Requests from users of the collection, (*i.e.*, administrators, faculty, parents, and students) shall be given high priority.

C. Materials shall be considered on the basis of accuracy of content, overall purpose, timeliness, importance of the subject matter, quality of the writing/production, readability and popular appeal, authoritativeness, comprehensiveness of material, reputation of the publisher/producer, reputation and significance of the author/artist/composer/producer, format and price.

D. In determining the suitability and value of the material included in the collection, consideration of the following elements must be given:

1. Religion. Factual, unbiased material which represents all major religions

2. Ideologies. Factual information on any ideology or philosophy that exerts a strong force in society

3. Sex Education. Factual information, appropriate for the age group or related to the school curriculum

4. Sex. Pornographic, sensational, or titillating materials shall not be included

5. Profanity. The fact that limited profanity appears in material shall not automatically disqualify a selection. However, care shall be taken to exclude materials using profanity in a lewd or detrimental manner and not in context with the material

6. Science. Factual information about medical and scientific knowledge, without any biased selection of facts.

E. Gifts of media or money shall be accepted with the understanding that their use or disposition shall be determined by those persons having the responsibility for acquisitions, according to the same selection criteria and procedures as purchased materials.

V. Procedures for Selection

A. In selecting materials made available to students through the district library media center, the school media specialist shall:

1. Consult with reputable, unbiased, professionally recognized reviewing periodicals and school community stakeholders (including, media staff, curriculum consultants, faculty, parents and community members).

2. Require that book selections meet the criteria set forth in s. 1006.40(3)(d). F.S.

3. Library media center collections will:

a. be based on reader interest,
b. support state academic standards and aligned curriculum
c. support the academic needs of students and faculty

4. When considering materials to be purchased, the media specialist shall follow these procedures:

a. Purchase materials which are outstanding and frequently used;

b. Periodically replace periodically worn or missing basic items;

c. Withdraw out-of-date or unnecessary items from the collection or items required to be removed pursuant to subparagraph 2; and replaced by new and age appropriate materials,

d. Purchase materials in many types of format: digital, e-books, electronically, soft or hard bound.

e. Examine sets of materials and materials acquired by subscription and purchase only material to fill a definite need.

B. District elementary schools must publish on their school website, a list of all materials maintained in the school library media center or required as a part of a school or grade-level reading list.

VI. Challenged Materials. Library materials deemed by some persons to be objectionable may be considered by others to have sound educational value. Any concerned parent, Suwannee County resident or employee of the district may request reconsideration of school library media; however, the challenged material shall not be removed from circulation during the reconsideration process. When a complaint is made, the following procedure shall be followed:

A. The library media specialist shall discuss the matter informally with the complainant explaining the selection procedures for library media materials. If the complainant accepts the explanation given by the media specialist, the reconsideration process concludes.

B. If the explanation fails to resolve the objection, the principal will ask the complainant initiating the challenge to file, within two weeks, a formal written objection by completing a "Request for Reconsideration of Library Media" form which must reflect that the complainant has read the material in full. Failure to do so results in the conclusion of the reconsideration process.

C. Upon receipt of the completed form "Request for Reconsideration of Library Media," the principal shall forward copies to the appropriate personnel on the School-level Review Committee (a committee of teachers, educational media specialists and parents of the school).

D. The challenged material shall remain available for circulation during the reconsideration process or the challenged materials shall not be removed immediately; however, such materials shall not be available for student use pending a final decision.

E. The challenged materials shall be read and re-evaluated by the committee, considering the specific objections raised. The committee shall report its decision within fifteen (15) working days.

F. The Complainant shall be informed in writing concerning the school-level committee's decision.

G. District Review Committee. If the Complainant disagrees with the decision rendered by the school-level committee, an Appeal may be filed with the District.

H. The Superintendent shall appoint a District Review Committee with the following composition:

1. One representative of the Public Library Board;

2. One representative of the general public at large; and

3. One representative of a school parent organization.

4. One principal from the level at which the complaint originated (K-5, 6-8, or 9-12).

5. Three school-level instructional staff members including the following:
   a. One media specialist from the level at which the complaint originated;
   b. One media specialist from another level; and
   c. One classroom teacher from the level at which the complaint originated.

6. Two district-level instructional staff members including the following:

   a. One district-level instructional staff member from the level where the material is in question; and
   b. The Supervisor of Technology and Instructional Media Services.

I. The Review Committee, in carrying out its assigned function, shall:

1. Read, view or listen to the material in its entirety;

2. Check general acceptance of the material by reading reviews and consulting recommended lists;

3. Determine the extent to which the material supports the curriculum;

4. Complete the "Checklist for Reconsideration of Library Media," judging the material for its strength and value as a whole and not in part; and

5. Forward, within fifteen (15) working days, a written recommendation to the Superintendent.

J. The Superintendent's designee will inform the complainant and the school's media specialist of the committee's decision to retain or withdraw the challenged material as recommended by the District Review Committee.

K. If the complainant or the media specialist is dissatisfied with the District Review Committee's decision, a written appeal may be filed with the Superintendent. Failure of the complainant to file a written appeal within 30 days of the District Review Committee's decision will result in a conclusion of the reconsideration process and the decision of the District Review Committee shall be final.

L. The Superintendent shall, within 30 days of receipt of the appeal, send the complainant and the school media specialist a written decision. An appeal to the School Board of the Superintendent's decision must be filed within 10 days after the Superintendent's decision.

M. The School Board shall consider the decision of the District Review Committee and the Superintendent and any other appropriate documentation (i.e. meeting summaries, material reviews, etc.). The decision of the School Board regarding appropriateness of a particular Library Media material item will be considered final.

N. Library Media materials in question, can only be removed from circulation and/or used in the school district through the procedures of this policy.

STATUTORY AUTHORITY: 1001.41; 1001.42, F.S.

LAWS IMPLEMENTED: 1000.21, 1001.43; 1006.28; 1006.34(2)(b);1006.40 F.S.

History:	Adopted: Revision Date(s): 4/27/10 Formerly: IIAC

POLICY:

The School Board shall establish residential attendance zones for each school based upon the Superintendent's recommendation. All students, unless otherwise provided by School Board rule or authorized by the School Board's order, shall attend the school serving the student's residential attendance zone Each residential attendance zone shall be established to achieve maximum utilization of all School Board facilities and to consider the time and distance of travel for students. The instructional capacity for each school will be set yearly by the School Board after the recommendation by the Superintendent or his/her designee ("Instructional Capacity"). For the purposes of this policy, Enrollment Capacity is defined as ten percent less than the Instructional Capacity. A student's residence is defined as the residence of his / her parent(s), legal guardian, legal custodian, or other such person as defined by any order issued by a court of competent jurisdiction of the State of Florida. Any student residing in the School District shall be assigned to a school for attendance by the Superintendent or designee based upon the Controlled School Choice Program.

I. No student shall be permitted to transfer, enroll, or be admitted to a school when he / she has been expelled or suspended from another school district. This prohibition shall be effective for the period of time in which the student was expelled or suspended from another district. Such students shall be accorded the same appeals procedure which is available to District students. However, under §1006.07, F.S., the Superintendent may recommend to the School Board that the other school district's final order of expulsion be waived and the student be admitted. The School Board shall make the final decision.

II. A student may be permitted to attend a school in another residential attendance zone pursuant to the following procedures of the *Controlled Open Enrollment Plan* adopted by the School Board listed below.

A. Parents/legal guardians must request reassignment following published timelines if they desire reassignment to any school other than their assigned school.

B. An Appeals committee will be appointed by the Superintendent. It will hear protests and requests for reassignment.

C. Once a child attends an out-of-zone school, preference for continued attendance will be given to that student and their younger brothers and sisters.

D. Parents/legal guardians participating in the controlled school choice program will provide their own transportation. The District will provide parents with information on transportation options available within the community. Parents will be provided information on transportation options available for students attending their school of choice pursuant to ss.1002.38, 1002.39 or 1002.394 F.S. and including within the community, as well as the funds available for transportation pursuant to ss. 1002.394, 1002.395 and 1011.68 F.S.

E. Out of county transfers may apply for their school of choice and will be placed in their school of choice in accordance with the procedures set forth in Policy 5.031 Student Out of Zone Transfers/CHOICE following the placement of the Suwannee County Residents who have priority.

F. In implementing the school choice initiative, no school will be out of compliance with federal desegregation orders.

I. Any student whose legal residence is outside the boundaries of Suwannee County may be enrolled in a District school under the provisions of Florida Statutes and the *Controlled Open Enrollment Plan*. The assigned school for an out-of-district student shall be designated on the basis of space available. Such transfers shall be on a nondiscriminatory basis and shall not result in reducing desegregation in either school district or in reinforcing the dual school system.

II. A student who has been attending, in the year prior to the designation a public school that has been classified as performance category "F", or has earned three (3) consecutive grades of "D or a student who is assigned to a public school that has been designated as performance grade category "F" or has earned three (3) consecutive grades of "D" may choose to attend a higher performing school in the District or an adjoining district as allowed by law.

V. Students enrolled in a Home School Program must annually apply for admission consideration to the Superintendent. Granting of admission will be based on space and program availability.

STATUTORY AUTHORITY: 1001.41; 1001.42 F.S.

LAWS IMPLEMENTED: 1000.21; 1001.41; 1001.42; 1001.43; 1001.51; 1002.20, 1002.31; 1002.38;1002.39; 1002.394; 1002.395; 1006.07; 1011.68 F.S.

History:	Adopted: 09/25/07 Revision Date(s): 08/28/07, 5/25/10, 1/27/2015, 10/24/2017, 2/25/2020 Formerly: JC, JECC, JECB

STUDENT OUT OF ZONE TRANSFERS/CHOICE 5.031*+

I. The School Board strives to accommodate family choice to the maximum extent possible. Students may attend a school other than their zoned school if they have been granted a choice assignment in accordance with this policy. Disciplinary and/or attendance issues may result in a return to the home zoned school the following school year and/or may result in immediate return to the home zoned school. School choice is available for the following:

A. Magnet Programs

B. Controlled Open Enrollment

C. Charter Schools

D. McKay, Family Empowerment, or Opportunity Scholarships

E. Home School

F. Virtual School

G. Dual Enrollment

H. Other Opportunity Scholarships

1. HOPE

II. The following provisions apply to all choice assignments:

A. The student must remain in the zoned school until a choice assignment is granted.

B. Applications for certain choice assignments must be submitted within the designated time frame. Time frames are published on the Board website for applications for the following school year.

C. With the exception of children of full-time Board employees who are non-residents of the District, students whose primary legal residence is in the District shall be given preference over non-resident students with respect to the granting of choice assignment.

D. The Board does not provide transportation to students with choice assignments except as otherwise provided for in this policy or by law.

III. Magnet Programs

A. Magnet programs for elementary, middle, and high school students have pre-established criteria for admission which vary by school/program. These admission criteria and application procedures will be made available to interested persons through the school where the program is located.

B. Application to magnet programs will begin in January for entry into the program at the beginning of the following school year. The Superintendent will annually establish caps for each magnet program and a deadline for applications.

C. For any school year, parents may apply for admission of the student to magnet programs and, must signify their choice by registering the student by the date established by the Superintendent.

D. A student who is accepted to a magnet program who ceases to participate in the program will be returned to his/her zoned school. Participation is defined as being registered in and maintaining the expected levels of success as defined by the magnet program. A minimum, grade point average may also be required.

E. Transportation may be provided for students enrolled in magnet programs at the discretion of the Superintendent or as may be required by applicable law.

IV. Controlled Open Enrollment

A. Students may be granted choice assignments to schools that are not crowded and would not become crowded as a result of such assignments.

B. The Board will establish a capacity determination for each school, by grade level, in the District. The capacity determination will be identified on the school district's website and must be updated every 12 weeks. Schools having a projected enrollment of less than the established capacity for the following school year will be available for controlled open enrollment. Projected enrollment will be calculated by taking the number of students zoned to the school, subtracting those students granted acceptance to magnet programs at other schools, adding students granted acceptance to magnet programs at the school, and adding students with continuing zoning exceptions.

C. Schools having a projected enrollment equal to or greater than the established capacity will not be available for controlled open enrollment, any applications submitted will be placed on a waiting list. Students denied access due to capacity will be notified when space becomes available. Eligible schools will be posted in the School Choice Office and on the Board's website.

D. Applications for controlled open enrollment will be submitted to the School on the Controlled Open Enrollment Form. The Superintendent will annually establish an application period for controlled open enrollment.

E. The School Choice Office will compile applications into lists by school of application.

1. If the school's capacity would not be exceeded by the number of choice applications when added to the projected school

population, choice applicants for that school will be approved as in alignment with the School Choice Plan.

2. If the school's established capacity would be exceeded by the number of choice applications when added to the projected student population, admission will be granted first to students

who have siblings in the chosen school, and all other available positions will be filled through provisions of the *Controlled Open Enrollment Plan* to maintain socioeconomic, demographic and racial balance as defined in statute.

F. Parents will be notified of the approval or denial of their student's application.

G. A student who is granted a choice assignment under Controlled Open Enrollment must register at the new school within ten (10) days of being notified or the choice assignment will be rescinded.

H. Students who are not selected to attend the school(s) to which they applied will be notified that the District will be unable to place them at a requested school and they must register at their zoned school. The student will be placed on a waiting list. The school capacity determination for each grade level must be updated every 12 weeks. If capacity becomes available at a grade level within a school, parent(s) of students placed on the waiting list will be notified of the opening and permitted to enroll throughout the school year.

I. Positions at a school that were assigned to a student under Controlled Open Enrollment will be monitored at the beginning of the school year. Students who have accepted assignments but who are not in attendance by the tenth (10^{th}) day of school will have their assignments revoked. A revoked choice assignment may then be assigned to the next student on the waiting list.

V. Charter Schools

In addition to choice within schools operated by the Board, parents may elect for students to attend charter schools that have been approved by the Board. (See Policy 3.16 - Charter Schools). Each charter school is operated and governed by its own independent board. Parents who elect this option need to communicate directly with the charter school to resolve questions and concerns.

VI. McKay, Opportunity, and Empowerment Scholarships

Students with disabilities may be granted choice assignments to schools other than the school to which they are zoned under the provisions of the McKay Scholarship Program (F.S. 1002.39). Students assigned to attend a school that has earned a grade of "F" or three consecutive grades of "D" may request and receive an Opportunity Scholarship for the student to enroll in and attend a public school that has been designated by the state as a school performing higher than that in which the student is currently enrolled. (F.S. 1002.38). Students of families that have limited financial resources may request and receive a Family Empowerment Scholarship to attend a school different from the school to which the student was assigned. (F.S. 1002.394).

VII. Other Opportunity Scholarships

A. HOPE

Parent of a public school student who was subjected to certain incidents listed in F.S 1002.40 is eligible to transfer the student to another public school or to request a scholarship for the student to enroll in and attend an eligible private school. Home School

VIII. Home School

Parents may elect to home school students in accordance with State law. See Policy 4.18 - Home Education Programs.

IX. Virtual School

Parents may elect to register their students in a virtual education program.

X. Dual Enrollment

See Policy - Postsecondary Enrollment Programs.

XI. Revocation of Choice Assignment

If a student is granted a choice assignment and displays issues with attendance, grades, or disciplinary actions the principal may make the decision to have the student returned to their zoned school. Prior to revoking

a school choice variance, the school will document a minimum of three (3) good faith efforts to provide interventions and enlist parental/guardian support for the identified areas of concern. If a student is being returned to their zoned school due to a revocation, communication should occur between the schools to establish supports for the student. Revocation of a choice assignment within ten (10) school days of the end of a nine (9) weeks or semester grading period will be effective the first day of the following grading period. No requests for revocation will be considered during the final twenty (20) days of the school year.

XII. Zoning Exceptions

Students may attend a school other than their zoned school if they have been granted a zoning exception in accordance with the *Controlled Open Enrollment Plan.*

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1000.21, 1001.41, 1001.42, 1001.43, 1001.51, 1002.20, 1002.31, 1002.38, 1002.39, 1001.394, 1011.68, 1013.35, F.S.

History:	ADOPTED: 10/24/2017 REVISION DATE(S): 2/25/2020 FORMERLY: NEW

CONTROLLED OPEN ENROLLMENT 5.033

I. The School District shall develop a *Controlled Open Enrollment Plan* that will be approved by the School Board and considered part of this policy. This plan will enable the District to consider student assignment based on parental preference when requested by the parent as defined by Florida Statutes. Schools must accept students throughout the school year as capacity becomes available by grade level.

II. The plan shall include but not be limited to the following:

A. Eligibility requirements;

B. Application process;

C. Twenty-eight (28) day time period for accepting applications;

D. Method of determining capacity of schools;

E. Capacity determination for each District school by grade level, updated every 12 weeks;

F. Identification of schools that have not reached capacity;

G. Class size standards;

H. Lottery procedure for determining student assignment if transfer requests exceed available space;

I. Provision for a parent to request placement of siblings within the same school;

J. Appeals process for hardship cases;

K. Availability of transportation options required by law or available through the District or in the community;

L. The availability of funds for transportation under ss. 1002.394, 1002.395, and 1011.68; and

M. Maintain a wait list of students who are denied access due to capacity and notify parents when space becomes available throughout the year.

III. The plan and process for implementing the plan must

A. Adhere to federal desegregation requirements;

B. Maintain socioeconomic, demographic, and racial balance;

C. Allow a student to remain at the chosen school until he/she completes the highest grade level at the school; and

D. Maintain existing academic eligibility criteria for public school choice programs.

IV. Students residing in the District shall not be displaced by a student from another district who is seeking enrollment through the open enrollment provisions.

V. Preferential treatment shall be provided for

A. Dependent children of active duty military personnel whose move resulted from military orders;

B. Children who have moved due to foster care placement in a different school zone;

C. Children who have moved due to a court-ordered change in custody as a result of separation or divorce;

D. Children who have moved due to the serious illness or death of a custodial parent;

E. Students at multiple session schools; and

F. Students residing in the District.

VI. The *Controlled Open Enrollment Plan* shall be available on the District website.

VII. The process for participating in controlled open enrollment shall be posted on the District website with a list of schools that have not reached capacity, the application for participation, and the deadline for submitting the request to participate in controlled open enrollment.

VIII. The District shall report the number of students participating in public school choice by type as required by the Department of Education.

IX. The *Controlled Open Enrollment Plan* and the process for implementing the plan shall be reviewed annually. The Superintendent shall present the plan and any recommended changes to the School Board for consideration.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1000.21, 1001.41, 1001.42, 1001.43, 1001.51, 1002.20, 1002.31, 1002.38, 1002.39, 1002.394, 1002.395, 1011.68, 1013.35, F.S.

History:	Adopted: 3/28/2017 Revision Date(S): Formerly: New

USE OF TIME OUT, SECLUSION AND PHYSICAL RESTRAINT FOR STUDENTS WITH DISABILITIES 5.121*+

I. The District shall implement behavioral management interventions for disruptive students to prevent and reduce significant disruptive behavior and to provide for the physical safety and security of students and staff when students pose a threat to themselves and/or others. The focus shall be on the use of the least restrictive but effective intervention(s) for each student.

II. Time Out

Time out is a procedure in which access to reinforcement is removed or reduced for a designated time.

A. *Non-exclusion time out* is the least restrictive form of time out. The student is allowed to observe the classroom activity but not participate.

B. *Exclusion time out* excludes the student from participation in and observation of classroom activities. The student remains in the classroom but cannot observe or participate in ongoing activities.

III. Seclusion

Seclusion or isolation means the involuntary confinement of a student in a room or area alone while preventing the student from leaving the room or area for a predetermined period of time. *Seclusion is strictly prohibited.*

IV. Physical Restraint

A. School personnel may not use mechanical restraint. School resource officers, school safety officers, school guardians or school security guards may use mechanical restraints in the exercise of their powers and duties to restrict students in grades 6 through 12.

B. Manual physical restraint is the use of physical restraint techniques that involve physical force to restrict free movement of all or part of a student's body. It is a method to prevent a student from harming himself/herself or others.

C. Physical restraint should only be used in an emergency situation when an immediate and significant threat to the student or others exists and must be discontinued as soon as the threat posed by the dangerous behavior has dissipated.

D. Trained, qualified school personnel may use physical restraint only when all positive behavior interventions and supports have been exhausted.

E. Physical restraint techniques may not be used to inflict pain to induce compliance.

V. Documentation and Reporting

All instances of time out, seclusion and restraint shall be documented and reported as required.

VI. Notice, Monitoring and Analysis

A. At the beginning of each school year, the district shall post its policies and procedures on positive behavior interventions and supports as adopted by the school district.

B. The use of manual physical restraint or seclusion shall be monitored at the classroom, school and District levels.

C. The use of the behavior interventions, the appropriateness of use and the effectiveness of the interventions shall be analyzed.

VII. Prohibitions

School personnel shall not

A. Use a mechanical restraint or a manual physical restraint that restricts a student's breathing or

B. Close, lock or physically block a student in a room that is unlit or that does not meet the rules of the State Fire Marshall.

C. *Seclusion is strictly prohibited.*

VIII. Training

A. The District shall provide initial training for designated personnel in the use of time out and physical restraint.

B. Refresher training shall be conducted annually.

C. Personnel who have been trained in manual restraint techniques in positions outside of the School District shall receive training in District methods.

IX. Procedures

The Superintendent shall develop procedures to implement this policy and related statutes. Procedures shall include but not be limited to the following:

A. Incident reporting;

B. Data collection;

C. Monitoring and analysis;

D. Plan for reducing the use of restraint and seclusion;

E. Identification of staff to be trained; and

F. Training components.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 1001.43, 1003.32, 1003.573, 1006.07, 1006.11, 1012.75, FS

STATE BOARD OF EDUCATION RULE(S): 6A-6.03312

History:	Adopted: 5/24/2022 Revision Date(s): Formerly: New

PARENTAL ACCESS TO INFORMATION 5.241

POLICY:

I. The Board shall incorporate into the Board approved Student Services Plan, rules and procedures required by Every Student Succeeds Act relating to the student privacy, parental access to information and administration of physical examinations to minors.

II. The Superintendent shall develop procedures to ensure that this policy is carried out in each of the District schools.

III. The parents, as defined by Florida Statutes, of each student shall be notified at a minimum, at least annually at the beginning of the year, regarding the rules and procedures relating to this policy. Parents shall be notified within a reasonable period of time of any substantive change made to this policy.

IV. The District understands a student's physical, behavioral, and emotional well-being are integral components of student achievement. Pursuant to Florida Statute 1014.01 et seq., parents have the right to access and review all school records, including medical records, pertaining to their minor child. Parents shall be notified of any change in student's services or monitoring related to the student's mental, emotional, or physical health or well-being, unless

A. prohibited by law; or

B. if the parent is the subject of an investigation of a crime committed against the minor child and a law enforcement agency or official requests that the information not be release; or

C. a reasonably prudent person would believe that disclosure would result in abuse, abandonment, or neglect.

STATUTORY AUTHORITY: 1001.41; 1001.42, F.S.

LAWS IMPLEMENTED: 20 USC 1232g; 1000.21; 1001.43; 1002.22, 1014.01et seq.F.S.
Every Student Succeeds Act, Title I, Part A, Subpart 1, Section 1116

Title IV of Public Law 90-247, [Section 445(20 USC 1232(h)(b)]

History:	Adopted: 5/25/10 Revision Date(s): 10/27/2020 Formerly: New

SCHOOL HEALTH SERVICES 5.28+

I. The School Board shall collaborate with the County Health Department and the District school health advisory committee to develop and implement a health services plan. This plan shall be contained in the *Health Services Manual.*

II. The plan shall include, but not be limited to, provisions for all aspects required by law.

III. At the beginning of each school year, the principal shall inform the parent(s) as defined by Florida Statutes, in writing, of each healthcare service offered at their student's school and that the parent has the option to withhold consent or decline any specific service as provided in the health services plan. A health care practitioner may not solicit or arrange to provide health care services or prescribe medicinal drugs to a minor child without first obtaining written parental consent. When invasive screening is one (1) of the specified services, written consent of the student's parent(s) shall be obtained prior to any such screening.

IV. Prior to the District administering a student well-being questionnaire or health screening form to a student in grades K-3 the District will provide the questionnaire or health screening form to the parent and obtain the parent(s) permission.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED:381.0056, 394.463, 1001.21, 1002.20, 1006.062, 1014.06 F.S.

History: ADOPTED: 12/15/2015
REVISION DATE(S): 05/24/2022
FORMERLY: NEW

APPOINTMENT OR EMPLOYMENT REQUIREMENTS 6.103*

Any person desiring employment shall file a completed application on the form provided by the Superintendent.

I. Qualifications

A. Must be of good moral character.

B. Must have attained the age of eighteen (18) years with the exception of students employed by the Board.

C. Must not be ineligible for employment under 1012.315, F.S., if applying for an instructional, administrative or any other position requiring direct contact with students.

II. Certificate Requirements

Each applicant for an instructional or a certificated administrative position shall hold a certificate, have a receipt from the Florida Department of Education acknowledging that an application has been filed and that issuance of the certificate is pending, or have the proper license to perform services.

A. To be considered for a position, an applicant shall be duly qualified for that position in accordance with state law, regulations of the Florida Department of Education and the approved job description. If it appears that the applicant is eligible for proper certification, appointment may be made subject to the conditions set forth in the annual contract of employment as approved by the School Board.

B. Any person not holding a valid Florida certificate at the time of employment shall be required, upon initial employment, to make application to the Florida Department of Education for such a certificate, through the Human Resources office of the District. When such certificate is received, it must be filed with the office of the Superintendent. If the Department of Education declines to issue a certificate, the person's employment shall be terminated immediately. Failure to file such certificate, except for good cause as determined by the Superintendent, shall result in the termination of employment.

III. Interviews and Appointments

A. Interview teams shall reasonably reflect the District's diverse racial, ethnic, and gender composition. Administrative, instructional and non-instructional employees, including community representatives, may be assigned to serve on interview teams.

B. The Superintendent or designee shall monitor and ensure that appointments and assignments are consistent with the District's intent of maintaining a diverse work force.

C. The Superintendent's designee, other than a school principal, may be given the authority to make a "conditional offer" for a teaching position; consistent with requirements found in current School Board Policy.

IV. Driving Record

A. The driving record of each applicant for the position of school bus operator or for any position that would require the person to drive a School Board vehicle shall be reviewed to determine if the record contains any infractions of the driving code that would make the applicant unqualified for the position in accordance with the District safe driver plan.

B. The driving record of each current school bus operator shall be reviewed prior to the first day of the fall semester and periodically during the school year to determine if the record contains any infractions of the driving code that would make the operator unqualified for the position in accordance with the District safe driver plan. The driving record of any employee who is required to drive a School Board vehicle shall also be reviewed periodically during the year to determine whether the employee may continue in the position.

V. Criminal Background Check

A. Initial Employment

1. Any offer of employment with the School District is conditioned on submission of fingerprints as required by Florida Statute and a background investigation by the Superintendent or designee and District Criminal Background Check (CBC) committee. After a job offer, but prior to beginning employment with the District, all candidates for all positions must undergo a criminal and employment background check (including verification of work authorization status through the E-Verify system) to determine suitability for employment. The application for employment shall inform applicants they are subject to criminal background checks, and advise applicants that failure to be truthful on the application about prior criminal history will be grounds for ineligibility or dismissal from employment.

2. As a condition of employment and prior to beginning work, an applicant who has received a conditional job offer must undergo background screening as required by Florida Statutes by filing a complete set of fingerprints taken by an authorized law enforcement officer or an employee of the District trained to take fingerprints. The fingerprints shall be processed by the Florida Department of Law Enforcement (FDLE) and the Federal Bureau of Investigation (FBI). The applicant shall be required to pay for full costs of processing at the time of fingerprinting.

3. A Criminal Background Check (CBC) committee shall be established to review the criminal history of all persons nominated for initial employment. The CBC committee shall obtain criminal background information for applicants through requests to the Florida Department of Law Enforcement (FDLE) and the Federal Bureau of Investigation (FBI). The CBC committee shall include, but not be limited to, the Director of Human Resources, the District EEO Officer, and a representative of the County Sheriff's Department.

4. When the fingerprint or background check reports are returned, the committee shall review both the application and the report(s) concerning the individual. The CBC committee will compare the information provided by the new employee with the information received from the FDLE and/or the FBI pursuant to Florida Statute.

5. The Superintendent or designee shall conduct employment history checks of applicants for instructional, administrative or any other positions requiring direct contact with students. The employment history check shall include, but not be limited to, screening through the use of educator screening tools described in law and contact with each previous employer. All findings shall be documented. If the Superintendent is unable to contact a previous employer, he/she shall document all efforts to contact the previous employer. For all other applicants, the CBC committee or its designee shall contact or attempt to contact all prior employers for a minimum of the past ten (10) years and all private or public educational institutions by which the applicant was previously employed while age eighteen (18) or older. The committee shall document all attempts to contact previous employers.

6. No applicant who has received a conditional job offer shall begin work before his/her fingerprints are processed, the criminal and pre-employment investigation is completed, and a determination is rendered as to suitability for employment.

7. Based upon the facts of an application, criminal background check or other valid or reliable data sources, applicants who are, or have been convicted of certain serious offenses may be denied employment by the School District. As used in this section the term conviction is defined as a finding of guilt, a plea of guilty, or a plea of *nolo contendere*, or a verdict of guilty. The withholding of adjudication or the entry of an order sealing or expunging the record requiring a pre-trial intervention or pre-trial diversion shall not be considered an exception to this section. Other information derived from the pre-employment investigation, which indicates the applicant may not be suitable for employment by the School District, may be grounds for denying employment to an applicant.

8. An applicant shall be disqualified from employment in any position requiring direct contact with students if he/she is ineligible for employment under 1012.315, F.S.

9. Any instructional or noninstructional persons under contract to the School District to operate student programs, student teacher, persons participating in short-term teacher assistance experiences or field experiences who have district contact with students must meet the requirements of V.A.1., 2., 5. and 6. Such persons may not be in direct contact with students if ineligible under 1012.315, F.S.

B. Current Employees

1. Whenever a personnel investigation of a complaint against an employee is required, a criminal background check may be conducted as part of the investigation.

2. If it is discovered during the period of employment that a regular employee has a prior criminal record and that the employee was requested to provide this information at the time of hire, but did not do so, the employee may be subject to disciplinary action, including dismissal for submitting false information on the employment application, or otherwise having misled the District.

3. If it is discovered during the period of employment that an employee has a prior criminal record and no falsification of an application nor attempt to mislead occurred, the record shall be reviewed by the CBC committee. The committee shall consider all information, including any mitigating conditions, and report findings of fact, possible mitigating circumstances and recommendations for action to the Superintendent. The employee shall have the opportunity to respond in writing to the findings and recommendation. The Superintendent shall review the record, recommendation and response before taking appropriate action. Appeal of the Superintendent's action shall follow collective bargaining agreements or School Board policy, as appropriate.

4. Instructional personnel and noninstructional or contractual personnel who have direct contact with students or have access to or control of school funds must meet the screening

requirements described in law every five (5) years. Personnel whose fingerprints have not been maintained by the Department of Law Enforcement are required to be refingerprinted.

5. An employee whose criminal record after employment would disqualify him/her from employment shall be subject to disciplinary action up to and including termination.

VI. Drug Testing

A. Initial Employment

1. A negative drug screen will be a requirement of initial employment. An applicant who has been offered a position will be referred to a Board approved, independent, certified laboratory. The drug screen must be conducted within thirty (30) days prior to employment. The cost of the drug screening will be the responsibility of the applicant.

2. Applicants testing positive will not be eligible for employment by the School Board for one (1) year from the date of the test. Refusal to participate in the drug screening will prohibit an applicant from employment with the Board.

B. Current Employees

1. An employee may be subject to drug testing based on a reasonable belief that he/she is using or has used drugs in violation of the Drug-free Workplace policy.

2. An employee may be subject to follow up testing at the recommendation of a substance abuse professional or medical review officer.

3. An employee shall be subject to a drug screen immediately following a work-related accident or injury.

4. An employee who is subject to the requirements of the Omnibus Transportation Employees Testing Act (OTETA) shall be subject to random drug testing, post-accident drug testing and return to duty testing as required by federal law.

VII. Acceptance of Appointment

Failure to signify acceptance of appointment within ten (10) days after receipt of the official notice of appointment shall be considered a rejection of the offer and the position shall be declared vacant.

VIII. Reconsideration and Appeal

A. Applicants who have been denied employment, and probationary employees who have been denied permanent employment, on the basis of their criminal record, drug screening and/or background check, may request reconsideration by the CBC committee only if they present new information not previously available to the committee.

B. Applicants who have been denied employment, and probationary employees who have denied permanent employment, because of their criminal record, drug screening and/or background check, may appeal to the Superintendent. Applicants and probationary employees shall receive written notice of the right to appeal the decision by the CBC committee to the Superintendent. Their appeal must be in writing, and may respond to the findings and decision of the CBC committee. If new information is to be submitted, the applicant must first request reconsideration by the CBC Committee. The Superintendent's decision shall be final.

IX. The District shall ensure that all aspects of the recruitment and selection process are job-related and are consistent with business necessity so as to ensure equal employment opportunity. Neither the District nor its agents shall engage in any discrimination with respect to employment in violation of any state or federal laws. Applicants shall be informed of the complaint procedure that may be used should they allege discrimination.

STATUTORY AUTHORITY: 1001.41, 1012.22, 1012.23, F.S.

LAW(S) IMPLEMENTED: 288.061, 381.0056, 440.102, 448.095, 1001.42, 1001.43, 1012.01, 1012.22, 1012.27, 1012.315, 1012.32, 1012.39, 1012.465, 1012.55, 1012.56, F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-3.0141

HISTORY: ADOPTED:
REVISION DATE(S): 12/14/99, 11/21/2000, 7/28/09, 3/25/2014, 9/22/2020

REPORT OF MISCONDUCT 6.39*

The School District of Suwannee County shall adhere to all requirements related to employee misconduct that affects the health, safety or welfare of a student.

I. Mandatory Reporting of Misconduct

A. It is the duty of all employees to report to the Superintendent alleged misconduct by any School Board employee that affects the health, safety or welfare of a student that would be violation of s. 800.101, or that would be a disqualifying offense under s. 1012.315 F.S., or any allegation of sexual misconduct with a student. Failure of an employee to report such misconduct shall result in disciplinary action. Further, an employee who knowingly or willfully fails to do so, or who knowingly or willfully prevents another person from doing so, commits a misdemeanor of the first degree. An employee who knowingly or willfully coerces or threatens another person with the intent to alter his or her testimony or written report regarding a violation of s. 800.101 F.S. commits a misdemeanor of the first degree.

B. Educational support employees, instructional personnel and school administrators shall report alleged misconduct of other educational support, instructional personnel or school administrators who engage in or solicit sexual, romantic, or lewd conduct with a student.

C. If the prohibited conduct occurs while the employed by the district, the School Board and Superintendent must report the employees or personnel and the disqualifying circumstances to the department of education for inclusion on the disqualification list maintained by the department pursuant to s. 1001.10(4)(b), F.S.

II. Investigation

The Superintendent shall immediately investigate any allegation of misconduct by an employee that affects the health, safety or welfare of a student regardless of whether the person resigned or was terminated before the conclusion of the investigation. The Superintendent shall notify the department of the result of the investigation and whether the misconduct

warranted termination, regardless of whether the person resigned or was terminated before the conclusion of the investigation.

A. An employee who is alleged to have committed such misconduct shall be reassigned to a position not requiring direct contact with students pending the outcome of the investigation.

B. Information related to the alleged misconduct shall be considered confidential during the investigation until the investigation is concluded with a finding to proceed or not to proceed with disciplinary action or charges and the subject of the complaint has been notified of the finding.

C. The Superintendent shall report alleged misconduct to the Department of Education as required by Florida Statutes. The Superintendent shall report alleged misconduct of educational support employees, instructional personnel or school administrator who engage in conduct that would be considered disqualifying pursuant to s 1012.315, F.S. or any allegation of sexual misconduct with a student. Failure to report such conduct to the department or law enforcement forfeits the Superintendent's salary for up to one year.

D. The School District shall notify the parents of a student affected by an educator's violation of the district's Standards of Ethical Conduct. This notice must be provided to the parent within thirty (30) days of knowledge of the incident and inform the parent of:

1. The nature of the misconduct,

2. If the District reported the misconduct to the department in accordance with s. 1012.796, F.S.,

3. The sanctions imposed against the employee, if any, and

4. The support the school district will make available to the student in response to the employee's misconduct.

III. Legally Sufficient Complaint

The Superintendent shall file any legally sufficient complaint with the Department of Education within thirty (30) days after the date the District became aware of the subject matter of the complaint. A complaint is considered to be legally sufficient if it contains ultimate facts that show that an instructional or administrative employee has committed a violation as provided in s.1012.795, F.S., and defined by State Board of Education rule.

IV. Resignation or Retirement in Lieu of Termination

If the Superintendent determines that misconduct by an educational support employee, instructional staff member or an administrator who holds a certificate issued by the Florida Department of Education affects the health, safety, or welfare of a student and the misconduct warrants termination, the staff member may resign or be terminated and the Superintendent shall report the misconduct to the Department of Education as required.

V. Employment Reference

The Board, Superintendent, or any other representative of the School District shall not enter into a confidentiality agreement regarding terminated or dismissed educational support employees, instructional personnel or school administrators, or educational support, instructional personnel or administrators who resign in lieu of termination, based in whole or in part on misconduct that affects the health, safety, or welfare of a student, and may not provide an employment reference or discuss the performance of an employee with a prospective employer in an educational setting without disclosing the person's misconduct that affected the health, safety or welfare of a student. Any part of an agreement or contract that has the purpose or effect of concealing misconduct by educational support, instructional personnel or school administrators which affects the health, safety, or welfare of a student is void, is contrary to public policy, and may not be enforced.

VI. Notification

The policies and procedures for reporting alleged misconduct by employees that affects the health, safety or welfare of a student shall be posted in a prominent place at each school and on each school's website. The notice

shall include the name of the person to whom the report is made and the consequences for misconduct.

VII. Protection from Liability

A. Any individual who reports in good faith any act of child abuse, abandonment or neglect to the Department of Children and Family Services or any law enforcement agency shall be immune from any civil or criminal liability that might result from such action.

B. An employer who discloses information about a current or former employee to a prospective employer, at the employee's request or at the prospective employer's request, shall be immune from civil liability for such disclosure as provided by Florida Statute.

VIII. False or Incorrect Report

The Superintendent, a Board member or any District official shall not sign and/or transmit any report regarding employee misconduct to a state official that he/she knows to be false or incorrect. An individual who knowingly makes a false or incorrect report shall be subject to disciplinary action as prescribed by Florida Statute.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 39.203, 112.313, 119.071, 768.095, 800.101, 1001.10, 1001.42, 1006.061, 1012.01, 1012.22, 1012.27, 1012.315, 1012.795, 1012.796, F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-10.081

History: Adopted: 11/18/08

Revision Date(s): 1/28/2014, 6/28/2016, 9/25/2018, 10/26/2021, 10/26/2021

Formerly: New

RECORDS AND REPORTS 6.42*

POLICY:

All School Board employees shall faithfully and accurately maintain records and file reports as may be required by Florida Statutes, State Board of Education Rules, and School Board Rules, or as the Superintendent may deem necessary for the effective administration of the District school system. Such records and reports shall include:

A. any determination to withhold from a parent information regarding the provision of any services to support mental, physical, or emotional well-being of the parent's minor child. Any such determination must be based solely on child-specific information personally known to the school personnel and documented and approved by the school principal or designee. The determination must be annually reviewed and re-determined.

B. student attendance, property inventory, personnel, school funds and other types of information.

Reports shall be submitted on forms prescribed for such purposes at designated intervals or on specified dates. All such reports shall be filed by the designated time. The Superintendent may withhold any salary warrants until the required report is submitted in acceptable form. School Board employees who resign shall receive the final salary warrant when all reports are current and officially checked.

STATUTORY AUTHORITY: 1001.41; 1012.22; 1012.23, F.S.

LAWS IMPLEMENTED: 1001.43; 1012.22; 1012.53, F.S.

History:	Adopted: Revision Date(s): Formerly: GB

PARENTAL CONSENT FOR SCHOOL HEALTH SERVICES

Student Name: _____ Date of Birth: _____ Grade: _____

SUWANNEE COUNTY SCHOOL DISTRICT SCHOOL HEALTH SERVICES

Parents have the primary responsibility to assure the health and well-being of their child(ren), and schools can also play a partnering role. Due to the "Parents' Bill of Rights," section 1014.06, Florida Statutes - Parental Consent for Health Care Services, parents must give written consent for school nurses to provide health care services to minor students. This consent form DOES NOT AUTHORIZE invasive screening or procedures (e.g., COVID-19 testing, blood draw, vaccines, etc.), preventative health care, medication administration, mental health counseling, physical therapy, occupational therapy, or other services that have traditionally required specific parental consent. The Suwannee County School District provides health care services on school campuses as the District educates the whole child. These services are provided by a school nurse/employee and/or the Florida Department of Health. In alignment with new section 1014.06, Florida Statutes, please indicate parental consent for each of the following services:

School Health Services (Please complete an additional form for the administration of medicine at school)

Nursing Assessment, Health Counseling, Basic First Aid and Emergency Health Services Yes No

Essential School Health Screening and Services

Section 381.0056, Florida Statutes, mandates regular health screenings to public school students.
Mandated screenings include vision, hearing, height and weight, BMI and scoliosis. Yes No

If a consent form is not on record/file with the Suwannee County School District, or if you choose "No" to School Health Services, your child will not receive any of the above services, except in the event of an emergency. If your child gets sick or injured (anything that requires first aid or nursing services), you will be called to come pick him/her up from school.

Parent First and Last Name (Print) _____

Parent Signature _____ Date _____

The consent above will be valid until it is changed in writing, your child transfers to another district, or graduates. Emergency services will be provided to all students, according to the standards found in the Florida Emergency Guidelines for Schools https://www.floridahealth.gov/programs-and-services/childrens-health/school-health/reports[1]information.html.

SCSD Form #5100-102 Approved xx/xx/xxxx