

DISTRICT SCHOOL BOARD OF PUTNAM COUNTY, FLORIDA

TUESDAY, JULY 15, 2008

LOCATION OF MEETING: SCHOOL BOARD MEETING ROOM, CAMPBELL SCHOOL ADMINISTRATION BUILDING
ADDRESS: 200 SOUTH SEVENTH STREET, PALATKA, FLORIDA 32177

REGULAR MEETING **AGENDA** **3:30 P.M.**

A. OPENING

1. Pledge of Allegiance to the Flag

B. DELEGATIONS/PRESENTATIONS

1. Mrs. Rosemary Anderson, President of the Arts Council of Greater Palatka.
2. Mr. Ben Butler, Director North Florida Council, Learning for Life.
3. Mr. Dave Powell, Tobacco Prevention Specialist, Putnam County Health Department.

C. PUBLIC COMMENTS

D. CONSENT AGENDA

1. School Board - Superintendent Buckles
 - a. Approval of Listing of School Volunteers (as submitted by Communities in Schools).
 - b. Approval to pay Accent Reporting Service Invoices for 2008-2009.
 - c. Approval to pay Florida Department of Law Enforcement Invoices for 2008-2009 Volunteer Fingerprinting.
 - d. Approval of School Trip for Palatka High School.
 - e. Approval of 2007-2008 School Safety and Security Best Practices Self-Assessment.
 - f. Approval of School Board Meeting Minutes.
2. Support Services - Mr. John R. Theobold
 - a. Approval of the following for the Purchasing Department - (Mr. Wayne Sumner)
 - (1) Removal of surplus busses from fixed asset database.
 - (2) Xerox copier lease from Wattles Office Supply for Melrose Elementary School.
 - (3) Two Kyocera copier leases from EGP for Interlachen Elementary School.
 - (4) Bid award to M&B Products to furnish dairy products to School Food Service.
 - (5) Rescission of bid #54007901 to Blue Bell Creameries LP. (Approved on June 3, 2008 {54004901 [sic]}).
 - b. Approval of the following for the Transportation Department - (Mr. Danny Hood)
 - (1) Transportation Agreement with Marion County School District.
3. Human Resources - Mr. Werner Holloway
 - a. Approval of Personnel Matters.
 - b. Revised Job Description for Computer Repair Technician,
4. Chief Financial Officer - Mr. Tony Thompson
 - a. Approval of Authorization to Pay Vouchers for the month of July, 2008.
 - b. Approval of Personnel Allocations 2008-2009 - Change Number 2.
 - c. Approval of Petty Cash for 2008 - 2009.
 - d. Approval to Pay Additional Hours for Interlachen High School Employee.
 - e. Approval of contract with TSA Consulting.
 - f. Approval of Agreement with Seminole County for Medicaid Administrative Claiming.
5. Instructional/Curriculum Services - Ms. Phyllis Criswell
 - a. Approval of the 2008-2009 Interinstitutional Articulation Agreement with St. Johns River Community College {for Ms. Phyllis Criswell}.
 - b. Approval of employment of three consultants, as listed, for the Promising Futures, S.W.E.A.T. and Drug Awareness Programs for the 2008-2009 school year {for Ms. Phyllis Criswell}.
 - c. Approval of employment of Security Officers for the S.W.E.A.T., Creating Lasting Family Connections, Promising Futures and Drug Awareness Programs for the 2008-2009 school year {for Ms. Phyllis Criswell}.

- d. Approval of stipends to (8) teachers for attending Harcourt training at River Breeze Elementary School on August 4 & 7, 2008 {for Ms. Mary Beth Hedstrom}.
 - e. Approval of ten (10) SES contracts with State approved providers interested in serving students in Putnam County {for Mr. Bob Kuhn}.
 - f. Approval of a Memorandum of Agreement with Redlands Christian Migrant Association {for Ms. Evelyn Langston}.
 - g. Approval of a Contract with Exceptional Consulting Services, Inc. for Professional and Technical Services for ESE consultation for 2008-2009 school year {for Ms. Evelyn Langston}.
 - h. Approval of stipends for K-3rd grade literacy contacts, as listed, a maximum of four (4) hours per month, not to exceed 40 hours throughout the 2008-2009 school year, for after school hours of involvement in parent nights, formulating action plan, and additional literacy related activities at Melrose Elementary School {for Ms. Janice Pounds}.
 - i. Approval of stipends for teachers at Ochwilla Elementary School for attending the Just Read! Florida Leadership Conference on July 20-24, 2008 {for Ms. Janice Pounds}.
 - j. Approval of stipends for nineteen (19) teachers for attending Harcourt training at River Breeze Elementary School on August 4 & 7, 2008 {for Ms. Janice Pounds}.
 - k. Approval of stipends for teachers for working two (2) additional days at Browning-Pearce Elementary School on August 12 & 13, 2008, to collaboratively work on data analysis and the curriculum map {for Ms. Janice Pounds}.
 - l. Approval of proposed School Improvement site visit schedule {for Ms. Connie Schneider}.
 - m. Approval to contract with The Vericom Group as a technical consultant for the District's computer network from July 15, 2008 through June 30, 2009 {for Mr. George Williams}.
 - n. Approval of a Subscriber Agreement with Discovery Education, Inc. for the 2008-2009 school year {for Mr. George Williams}.
 - o. Approval to purchase a Library Management system for the thirteen (13) Title I schools using Title I funds {for Mr. George Williams}.
6. Student Services - Mr. Joe Warren
- a. Approval of Recommendations Concerning School Transfer Requests, Including Transfers to and from the Alternative Classes Housed at Home Schools.
 - b. Approval for students to attend school in another county for the 2008-2009 School Year.
 - c. Approval of Code of Conduct for the 2008-2009 school year.
 - d. Approval of Equity Report.
7. North East Florida Educational Consortium - Mr. Robert Smith
[Items Affecting Putnam County are identified with (P)]
- a. Approval of consultants as listed.
 - b. Approval for out-of-state travel and reimbursement of all travel expenses for Ulysees Gilbert to attend Call Me Mister Leadership Week at Clemson University in South Carolina on July 7-12 with travel dates to include July 6-13, 2008.
 - c. Approval of an addendum to the Administrative Services Agreement with Fringe Benefits Management Company.
 - d. Approval of a three year extension to the current license agreement with Computer Associates, Inc.
 - e. Approval of a Service Contract with Johns Eastern Company, Inc. for the Risk Management Program.
 - f. Approval of a Virtual Instruction Agreement with Penn Foster High School.
 - g. Approval of Amendment #1 to Letter of Agreement #757-08-251 with Candy Plasschaert, an independent contractor who is providing services for the Early Reading First grant.
 - h. Approval of Amendment #1 to Letter of Agreement #750-08-001-8508 with Dr. Marcia Lamkin, an independent contractor who is providing evaluation services for the 21st Century Community Learning Center Summer Global Literacy Program.
 - i. Approval of Letter of Agreement #728-009-001-8508 with Eugenia Whitehead, an independent contractor who is providing services for the Tobacco Intervention Grant.
 - j. Approval of Letter of Agreement #750-009-001-7009 with Eugenia Whitehead, an independent contractor who will provide services for the Learn and Serve grant.

- k. Approval of Attachment #09-024-A27 to Contract #731-09-024 with the District School Board of Gilchrist County for Building Code Administrator services effective July 1, 2008 to June 30, 2009.
- l. Approval of Attachment #09-035-A3 to Contract #731-09-035 with the District School Board of Hamilton County for the Testing Program effective July 1, 2008 to June 30, 2009.
- m. Approval of Amendment #1 to Attachment #09-052-A22 to Contract #731-09-052 with the District School Board of Glades County for the GOALS Program effective July 1, 2008 to June 30, 2009.
- n. Approval of a grant application for the Florida Reading Initiative with a requested budget of \$2,500,000.00 for fiscal year 2008-2009.
- o. Approval of a Service Contract with Telecom Investigative Billing Solutions.
- p. Approval of Amendment #1 to the Contractual Agreement with the Florida State University Board of Trustees on behalf of the Florida Center for Reading Research.
- q. Approval of Letters of Agreement with the following independent contractors who will provide services for the Early Reading First grant: #756-09-182-Tina Stamper, #756-09-183-Annette Gilbert, #757-09-256-Danielle Clark, and #757-09-257-Latonya Brown.

E. WHEN NECESSARY, THE BOARD WILL GO INTO EMERGENCY SESSION TO TAKE ACTION ON ANY ITEMS WHICH REQUIRE IMMEDIATE ATTENTION AND HAVE NOT BEEN LISTED ON THE AGENDA.

F. DISCUSSION AGENDA

1. New Business

- a. Discussion, Input and Approval of Resolution on Fuel Prices.
- b. Discussion, Input and Approval for Interlachen High School to continue the Athletic Training Program with Heartland Sport.
- c. Amendment of the Following School Board Form:
 - (1) Designation Number 6Gx54, C-30 Veteran Preference Claim Form
- d. Deletion of the Following School Board Forms:
 - (1) Designation Number 6Gx54, F-21 Receipt of Meals
 - (2) Designation Number 6Gx54, F-22 Application for Free and Reduced Price Meals
 - (3) Designation Number 6Gx54, F-23 Worthless Check Collection Procedure Checklist
 - (4) Designation Number 6Gx54, F-24 Special Events Report
 - (5) Designation Number 6Gx54, F-25 Temporary Free and Reduced Price Meals Eligibility Notification to Parent
 - (6) Designation Number 6Gx54, F-26 Student addition/Deletion/Transfer Notification Form
 - (7) Designation Number 6Gx54, F-27 Waiver of Confidentiality Request for Release of Information
 - (8) Designation Number 6Gx54, F-28 New Employee Check List
 - (9) Designation Number 6Gx54, F-29 Food Service Worker-Willingness Questionnaire-Self Screening
 - (10) Designation Number 6Gx54, F-30 CCC Form
 - (11) Designation Number 6Gx54, F-32 Putnam County School Food & Nutrition Services Stores and Supplies Used Daily
 - (12) Designation Number 6Gx54, G-5 Daily Tray/Plate Count
 - (13) Designation Number 6Gx54, G-12 School Transfer
 - (14) Designation Number 6Gx54, G-12 Food Service School Adjustments

G. REPORTS

- 1. School Board Members
- 2. Superintendent
- 3. Board Attorney

H. ADJOURNMENT

(NOTICE: BOARD PACKET DOCUMENTS MAY BE REVIEWED IN THE SUPERINTENDENT'S OFFICE AT THE DISTRICT SCHOOL BOARD AT 200 SOUTH SEVENTH STREET, PALATKA, FLORIDA, MONDAY THROUGH THURSDAY, BETWEEN THE HOURS OF 7:00 A.M. AND 5:00 P.M., AND/OR COPIES OF ANY DOCUMENTS CONTAINED IN THE PACKET CAN BE OBTAINED BY CALLING THE SUPERINTENDENT'S OFFICE AT [386]329-0602)

(NOTICE: THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY WILL PROVIDE, UPON REQUEST, AUXILIARY AIDS AND SERVICES TO THOSE DISABLED PERSONS DESIRING TO ATTEND ITS SCHEDULED MEETINGS. PERSONS NEEDING ASSISTANCE ARE REQUESTED TO NOTIFY THE SUPERINTENDENT'S OFFICE OF THEIR NEED AT LEAST TWO WORKING DAYS PRIOR TO THE DATE OF THE MEETING.)

(NOTICE: ANY PERSON DESIRING TO APPEAL ANY DECISION MADE BY THE BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT, FOR SUCH PURPOSE SAID PERSON MAY NEED TO INSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. FLORIDA STATUTES 286.0105)

(NOTICE: PLEASE BE ADVISED THAT ALL REGULAR, SPECIAL AND WORKSHOP MEETINGS OF THE PUTNAM COUNTY SCHOOL BOARD ARE VIDEOTAPED AND TELEVISED BY THE PUTNAM COUNTY SCHOOL BOARD AND MAY BE VIDEOTAPED AND TELEVISED BY OTHERS. YOUR PRESENCE AND/OR PARTICIPATION AT ANY SCHOOL BOARD MEETING CONSTITUTES YOUR ACKNOWLEDGEMENT OF SAID VIDEOTAPING AND TELEVISING AND FURTHER CONSTITUTES YOUR CONSENT TO BEING VIDEOTAPED AND TELEVISED IN CONJUNCTION THEREWITH.)