

**REGULAR SCHOOL BOARD MEETING
Kirby-Smith Center**

**OCTOBER 7, 2003
Tuesday, 6 p.m.**

The mission of the Alachua County school district, the vital force in the heart of northern Florida, is to guarantee each student will excel in every chosen arena through an education system characterized by compassion and integrity, an engaging curriculum tailored to meet individual needs and aspirations, application of innovative approaches, and the courage to continuously form and reform to meet every new challenge.

AGENDA

A. CALL TO ORDER--PLEDGE OF ALLEGIANCE

B. APPROVAL OF MINUTES OF BOARD MEETING OF SEPTEMBER 16, 2003

C. ADOPTION OF AGENDA

D. BOARD MEMBER/SUPERINTENDENT ANNOUNCEMENTS

E. CITIZEN INPUT *(Fifteen (15) minutes will be provided for citizens to address the Board prior to the regular business meeting. It is requested that citizens keep their comments to approximately three (3) minutes.)*

F. SCHEDULED AGENCIES *(This provides agencies the opportunity to address the Board prior to the regular business meeting. Approximately ten (10) minutes will normally be scheduled for each agency.)*

- 1. United Way Birkett
- 2. ACEA Paulson

G. PRESENTATION(S)/REPORT(S)

- 1. Budgeting/Financial Update Tougaw
- 2. Zoning Update Tougaw

H. ACTION ITEMS

- 1. Proclamation—Red Ribbon Week October 27-31, 2003 Spreen

RECOMMENDED ACTION: The administration recommends that the School Board approve the proclamation proclaiming October 27-31, 2003, as Red Ribbon Week.

- 2. Additions to Proposed 2003-04 COPs Project List Gable

RECOMMENDED ACTION: The administration recommends that the School Board approve the additional projects for construction through COPs funding.

3. District Facilities List Gable

The Facilities List for district schools has been prepared by district staff in accordance with DOE recommendations. The list will be utilized in the School Plant Survey required by DOE. It is requested that the Board approve the District Facilities List as presented.

RECOMMENDED ACTION: The administration recommends that the School Board approve the District Facilities List as presented.

4. Budget Amendment Tougaw

This amendment is an emergency from Board contingency for the following:

- a. Increase Curriculum Budget (9013) \$2,500 for printing parent guide as required by Family and School Partnership for Student Achievement Act, 1002.23 Florida Statutes.
- b. Increase Zoning Budget (9017) \$9,000 for new maps, printed materials, and supplies to complete the rezoning process.

5. Proposed New Policy 9.13, Family Involvement—First Reading Robinson/Lewis

The proposed policy provides parents with specific information about their child’s progress, comprehensive information about their choices, and opportunities for involvement in compliance with Chapter 1002 of the Florida Statutes.

RECOMMENDED ACTION: The administration recommends that the School Board schedule a public hearing 6:30 p.m., October 21, 2003, to consider proposed new Policy 9.13, Family Involvement.

6. Proposed Job Descriptions—Second Reading Robinson

A public hearing was held September 2, 2003, to consider proposed new and revised job descriptions.

RECOMMENDED ACTION: The administration recommends that the School Board adopt the new job description for Safety Coordinator and revised job descriptions for the positions of Payroll Manager, Construction Inspector for Safety (to new title of SREF Inspector), and the System Support Specialist, Information Resources.

7. Schedule Workshop on No Child Left Behind Act Chambers

RECOMMENDED ACTION: The administration recommends that the School Board schedule a workshop on the No Child Left Behind Act 1:30 p.m., October 20, 2003.

- 8. Schedule Public Hearing on School Attendance Zone Line Changes Tougaw

RECOMMENDED ACTION: The administration recommends that the School Board schedule a Public Hearing on School Attendance Zone Line Changes 6 p.m., November 13, 2003, Gainesville High School.

- 9. Extension of Superintendent’s Contract Lang

I. CONSENT AGENDA

RECOMMENDED ACTION: The superintendent recommends that the School Board approve the Consent Agenda as described in items 1-16.

- 1. Employment of Personnel--Attachments A & B Wright
- 2. Change Order(s) Approved under Policy 8.53(1)--Attachment C Gable
- 3. Bid(s) and Requisition(s)--Attachment D Hackett
- 4. Purchased Products/Services--Attachment E Hackett
- 5. Inventory Droppage Report—July 8, 2003 – September 26, 2003 McNeal

A list of equipment submitted for droppage from property records due to fair wear and tear, vandalism, theft, trade-ins sales, etc. The report is reported by property number, school and classification summary.

- 6. Electronic Trading Partnership Agreement with Blue Cross/Blue Shield Robinson
- 7. Agreement with the City of Gainesville to Incorporate a Solar Awareness Program Anusavice

Gainesville Regional Utilities will place two solar electric generation systems at two school sites. Florida Solar Energy Center will provide a curriculum on solar energy for middle school teachers. Electricity generated by the solar facilities will be provided at no additional cost to the district.

- 8. Head Start/Early Head Start Carry Over Balance Hollinger
- A proposal has been prepared for submission to the Federal Administration for Children and Families for access to Carry Over Balance in the amount of \$858,883. Funds will used to purchase modular units and develop environments that will adhere to the health and safety mandates on the federally funded Head Start and Early Head Start program.

- 9. Contractual Agreement #731-04-001 and Attachment #04-001-A20 with Northeast Florida Education Consortium Omer
- The Region II Title I Technical Assistance Center, as a subgrantee of the North East Florida Education Center (NEFEC), will provide technical assistance and supportive leadership to the twenty-two school districts in Region II.

10. English Language and Civics Education Omer
- A proposal has been prepared for submission to the Florida Department of Education for a total of \$33,648 in Adult Education and Family Literacy Act funds for English literacy and civics education classes in Newberry and Alachua.
11. Financial Agreement with Florida Healthy Kids Corporation Omer
- An agreement has been prepared with the Florida Healthy Kids Corporation to provide health insurance coverage to eligible students and their families. Matching funds will be provided by Alachua County, United Way and private contributions; no district funds will be used.
12. Governor’s Mentoring Program – School-Based Omer
- A proposal has been prepared for submission to the Florida Department of Education for the Governor’s Mentoring grant. A total of \$15,000 is requested to implement in-school and after-school mentoring programs at Lake Forest, Rawlings and Williams Elementary Schools. Funds are allocated by the state legislature for this purpose.
13. Governor’s Mentoring Program – Rural Omer
- A proposal has been prepared for submission to the Florida Department of Education for a grant of \$20,000 to implement the Book Buddies/Lunch Buddies and After-School Gators mentoring programs at Duval, Lake Forest, Rawlings, and Williams Elementary Schools. The requested \$20,000 will support a part-time mentoring coordinator and associated program costs.
14. Public Charter Schools Dissemination Grants Omer
- Three proposals have been prepared for submission to the Florida Department of Education for Public Charter School Dissemination Grants. Alachua Learning Center, Expressions Learning Arts Academy, and Love to Learn Educational Center are requesting \$80,000, \$75,000 and \$150,000 respectively, to disseminate information about their best practices.
15. Institute for Small and Rural Districts Perez
- This contract provides for specific services that outline professional and technical support activities provided by the Institute for Small and Rural Districts (ISR D). The purpose of the institute is to assist the 33 member school districts by conducting work sessions to address key state and federal initiatives impacting students with disabilities and those who are gifted.
16. Professional Services Gable
- a. Professional Services for Project SBAC B0309—Santa Fe High School Roof Replacement
- On June 18, 2002, the Board approved A/R/C Associates, Inc., Orlando, Florida, as the annual roofing consultant for the above referenced project. It is requested that the Board approve a professional services lump sum fee not to exceed \$43,486 on this project.

- b. Professional Services for Project SBAC C0309—Newberry Elementary School Roof Replacement

On June 18, 2002, the Board approved A/R/C Associates, Inc., Orlando, Florida, as the annual roofing consultant for the above referenced project. It is requested that the Board approve a professional services lump sum fee not to exceed \$35,910 on this project.

- J. **CITIZEN INPUT (cont'd)** *(This provides citizens the opportunity to address the Board following the regular business meeting. It is requested that citizens keep their comments to approximately three (3) minutes.)*

K. BOARD MEMBER/SUPERINTENDENT REQUESTS

L. ADJOURNMENT

NOTE: Upcoming Meetings:

Executive Session, October 7, 2003, 3 p.m., Kirby-Smith Center
Public Input Session on Rezoning, October 9, 2003, 6 p.m., Kanapaha Middle School
Informal Board Meeting, October 13, 2003, 1:30 p.m., Kirby-Smith Center
Initial Master Board Training, October 14, 2003, 9:30 a.m., Sivia Center
Initial Master Board Training, October 21, 2003, 9:30 a.m., Sivia Center

Persons with disabilities who require assistance to participate in the meeting are requested to notify the Office of the Superintendent at (352) 955-7527 (Voice) or (800) 955-8771 (TDD) at least 48 hours in advance, so their needs can be accommodated.

**SCHOOL BOARD OF ALACHUA COUNTY
PERSONNEL SERVICES DEPARTMENT
EMPLOYMENT OF INSTRUCTIONAL PERSONNEL**

October 7, 2003

Appointments

Appointee	Location	Assignment	Effective Date	Explanation
Brennan, Heather B.	Westwood Middle	Language Arts (.80)	09/08/03	Appointment
Brockman, Sarah	High Springs Elem.	First Grade	09/11/03	Appointment
Gillooly, Wendy L.	Idylwild Elem.	First Grade	09/02/03	Appointment
Harrison, Justin K.	Eastside High	Drop Out Prevention	08/18/03	Appointment
James, Angel	Hidden Oak Elem.	Third Grade	09/09/03	Appointment
Lafler, Amanda K.	Hidden Oak Elem.	Fourth/Fifth Grade Combo	08/15/03	Appointment
Ludlam, Rusty	Newberry Elem.	Speech Language Impaired	09/15/03	Appointment
Mahn, Chris	Talbot Elem.	First Grade	09/02/03	Appointment
Milne, Denise M.	Rawlings Elem.	Fourth Grade	09/09/03	Appointment
Odachowski, Gregory B.	Oak View Middle	VE (Self-Contained) *	09/15/03	Appointment *Special Permit, Out-of-Field
Payne, Chad A.	Prairie View Elem. Waldo Comm.	PE (.50) PE (.50)	08/25/03	Appointment
Poppell, Sharron K.	Wiles Elem.	Fourth/Fifth Grade Title I	08/21/03	Appointment
Power, Benjamin L.	Eastside High	VE	08/25/03	Appointment
Rose, Jodee A.	Ft. Clarke Middle	Drop Out Prevention	09/15/03	Appointment
Scott, Suzanne	Buchholz High	VE *	08/11/03	Amendment Appointment *Special Permit, Out-of-Field

October 7, 2003

Appointments (contd.)

Appointee	Location	Assignment	Effective Date	Explanation
Stobaeus, Diane L.	Norton Elem.	Speech Language Impaired	09/08/03	Appointment
Tench, Craig W.	Buchholz High	Business Ed. (.60) DCT (.40)	09/04/03	Appointment
Hurley, Leslie P.	Chiles Elem.	Primary (Reading)	08/26/03	Reappointment
Moffett, Mary L.	Newberry Elem.	Reading Coach	09/08/03	Reappointment
Oberst, Terry	Hidden Oak Elem.	Fourth Grade	09/15/03	Reappointment
Scott, Baila J.	Norton Elem.	Pre-K Handicapped	09/08/03	Reappointment
Ali, Mary S.	Kanapaha Middle	ESOL *	08/11/03	*Special Permit, Out-of-Field
Blitch, Betty	Oak View Middle	ESOL *	08/19/03	*Special Permit, Out-of-Field
Brown, Jeanette S.	Oak View Middle	ESOL *	08/19/03	*Special Permit, Out-of-Field
Diley, Jennifer J.	Kanapaha Middle	ESOL *	08/11/03	*Special Permit, Out-of-Field
Dixon, Deborah	Kanapaha Middle	ESOL *	08/11/03	*Special Permit, Out-of-Field
Gillman, Nancy	Santa Fe High	ESOL *	08/18/03	*Special Permit, Out-of-Field
Hampton, Kim A.	Prairie View Elem.	ESOL *	08/25/03	*Special Permit, Out-of-Field
Hodge, Judith	Newberry Elem.	ESOL *	08/11/03	*Special Permit, Out-of-Field
Howland, Rebecca	Talbot Elem.	ESOL *	08/18/03	*Special Permit, Out-of-Field
Jesseman, Jennifer	Talbot Elem.	ESOL *	08/18/03	*Special Permit, Out-of-Field
Johnson, Bruce	Kanapaha Middle	ESOL *	08/11/03	*Special Permit, Out-of-Field

October 7, 2003

Appointments (contd.)

Appointee	Location	Assignment	Effective Date	Explanation
Johnson, Sandra	Talbot Elem.	ESOL *	08/18/03	*Special Permit, Out-of-Field
Myers, Audrey M.	Buchholz High	Drop Out Prevention (.80) VE (.20) *	09/08/03	*Special Permit, Out-of-Field
Pearlman, Beth	Kanapaha Middle	ESOL *	08/11/03	*Special Permit, Out-of-Field
Rosenblatt, Beth W.	Kanapaha Middle	ESOL *	08/11/03	*Special Permit, Out-of-Field
Sheffield, Elizabeth	Terwilliger Elem.	ESOL *	08/18/03	*Special Permit, Out-of-Field
Sindelar, Robin	Talbot Elem.	ESOL *	08/18/03	*Special Permit, Out-of-Field
Thompson, Julia J.	Chiles Elem.	ESOL *	08/11/03	*Special Permit, Out-of-Field
Williams, Reba	Terwilliger Elem.	ESOL *	08/18/03	*Special Permit, Out-of-Field

**SCHOOL BOARD OF ALACHUA COUNTY
PERSONNEL SERVICES DEPARTMENT
EMPLOYMENT OF INSTRUCTIONAL PERSONNEL**

October 7, 2003

Other Personnel Changes

Appointee	From	To	Effective Date	Explanation
Korn, Stacey L.	Teacher on Leave	Wiles Elem. Primary Title I	08/18/03	Return to Active Duty
Wilkerson, Jennifer	Teacher on Leave	Spring Hill Middle Reading (.80) World History (.20) *	09/15/03	Return to Active Duty *Special Permit, Out-of-Field

**SCHOOL BOARD OF ALACHUA COUNTY
PERSONNEL SERVICES DEPARTMENT
EMPLOYMENT OF INSTRUCTIONAL PERSONNEL**

October 7, 2003

Resignations, Terminations, and Leaves

Appointee	Location	Assignment	Effective Date	Explanation
Wilson, Jan S.	Norton Elem.	Curriculum Resource Teacher	09/01/03	DROP
Berg, Carla	Buchholz High	Science	09/29/03	Leave Maternity 09/29/03-10/21/03
Gray, Christina Z.	Kanapaha Middle	VE	10/06/03	Leave Maternity/Family Medical 10/06/03-12/12/03
King, Melissa	Duval Elementary	Title I Primary	9/25/03	Leave Administrative 9/25/03-10/7/03
Knight, Kelli S.	Finley Elem.	Fifth Grade	08/11/03	Leave Maternity/Family Medical 08/11/03-11/28/03
Ottenberg, David	Rawlings Elem.	Music	08/15/03	Leave Illness/Family Medical 08/15/03-02/12/04
Schmeling, Karen W.	Finley Elem.	Third Grade	08/18/03	Leave Illness 08/18/03-09/30/03
Taylor, Jennifer P.	Shell Elem.	Guidance	10/20/03	Leave Maternity/Family Medical 10/20/03-01/05/04
Taylor, Sandra	Lake Forest Elem.	VE	8/28/03	Leave Administrative 8/28/03-9/10/03

**SCHOOL BOARD OF ALACHUA COUNTY
DEPARTMENT OF PERSONNEL SERVICES
EMPLOYMENT OF INSTRUCTIONAL/ADMINISTRATIVE PERSONNEL**

October 7, 2003

Resignations, Terminations, and Leaves (contd.)

Appointee	Location	Position	Effective Date	Explanation
Cutter, Robert J.	Wiles Elem.	Third Grade	06/02/03	Resignation
Duke, Gina J.	Norton Elem.	Pre-K Handicapped	08/22/03	Resignation
Fritch, Andrea M.	Duval Elem.	Third Grade	06/04/03	Resignation
Hines, Stephanie L.	Waldo Comm.	Sixth Grade	06/04/03	Resignation
O'Connor, Sharon A.	St. Patrick's School	Title I	06/04/03	Resignation
Shelton, Nancy R.	Waldo Comm.	VE	06/03/04	Resignation
Hiebsch, Clifton K.	Lincoln Middle	Math	06/04/03	Retirement
King, Melissa	Duval Elem.	Title I Primary	10/08/03	Termination

**SCHOOL BOARD OF ALACHUA COUNTY
DEPARTMENT OF PERSONNEL SERVICES
EMPLOYMENT OF NON-INSTRUCTIONAL/ADMINISTRATIVE PERSONNEL**

**10/07/03
Appointments**

Appointee	Location	Position	Effective Date	Explanation
Bowers, Pearly	Hidden Oak Elementary	ESE Aide	8/25/03	Additional Unit
Eliff, Benita	Buchholz High	ESE Aide	9/15/03	Additional Unit
Gadson, Jessica	Bishop Middle	Food Service Assistant I	9/2/03	Additional Unit
Green, Georgia	Lake Forest Elementary	EDEP Hearing Impaired Assistant	9/2/03	Additional Unit
Latsko, Donna	Talbot Elementary	ESE Aide	8/26/03	Additional Unit
McGee Emilie	Glen Springs Elementary	EDEP ESE Aide	9/8/03	Additional Unit
Moore, Nancy	Rawlings Elementary	Computer Lab Proctor	9/3/03	Additional Unit
Perry, Amy	Norton Elementary	ESE Aide	9/8/03	Additional Unit
Scism, Jearl	P.K. Yonge	Food Service Assistant I	8/25/03	Additional Unit
Thompkins, Stacey	Hawthorne High	ESE Aide	8/25/03	Additional Unit
Tyson, Carolyn	Glen Springs Elementary	EDEP ESE Aide	8/18/03	Additional Unit
Brigman, Betsy	Lincoln Middle	ESE Aide	8/18/03	Reappointment
Latsko, Mark	Rawlings Elementary	EDEP Activity Leader	8/18/03	Reappointment
Alexander, Lynda	Eastside High	ESE Aide	9/2/03	Replacement
Alvarez, Minerva	Migrant Education	Migrant Support Resource Advocate	9/2/03	Replacement
Augeri, Michael	Transportation	Auto Mechanic	9/2/03	Replacement
Bateh, Clora	Talbot Elementary	EDEP ESE Aide	8/18/03	Replacement
Bohlen, Jeanne	Irby Elementary	EDEP Activity Leader	8/18/03	Replacement
Braverman, Anna	Glen Springs Elementary	ESE Aide	8/28/03	Replacement
Brown, Amanda	Idylwild Elementary	EDEP Activity Leader	8/25/03	Replacement
Carter, Jennifer	Horizon Center	Aide II	9/3/03	Replacement
Carter, Jennifer	Horizon Center	Aide II	9/3/03	Replacement
Cockram, Tara	Irby Elementary	EDEP ESE Aide	8/18/03	Replacement
Cribbs, Emily	Lake Forest Elementary	EDEP Activity Leader	9/2/03	Replacement

10/07/03

Appointments (cont.)

Appointee	Location	Position	Effective Date	Explanation
Ford, Dafney	Buchholz High	ESE Aide	8/25/03	Replacement
Greer, Jessica	Talbot Elementary	EDEP ESE Aide	8/25/03	Replacement
Hall, Alysia	Williams Elementary	EDEP Aide I	8/18/03	Replacement
Harrington, Inga	Rawlings Elementary	CRT Aide	9/5/03	Replacement
Holway, Chad	Finley Elementary	EDEP Activity Leader	8/18/03	Replacement
Houston, Janelle	Eastside High	Sign language Facilitator	9/3/03	Replacement
Hutchinson, Katrina	Horizon Center	ESE Aide	8/26/03	Replacement
Johnson, Marcella	Oak Vew Middle	ESE Aide	8/25/03	Replacement
Kennedy, Talia	Irby Elementary	EDEP Aide I	8/18/03	Replacement
Lara, Leetta	Norton Elementary	Food Service Assistant I	8/27/03	Replacement
Long, Stacy	Rawlings Elementary	Aide I	8/28/03	Replacement
Looney, Glenda	Lake Forest Elementary	EDEP ESE Aide	8/20/03	Replacement
Marrero, Walesca	Migrant Education	Migrant Support Resource Advocate	9/8/03	Replacement
McConkey, Pamela	Loften Center	ESE Aide	9/02/03	Replacement
McConkey, Pamela	Lofton Center	ESE Aide	9/2/03	Replacement
McCray, Patricia	Talbot Elementary	EDEP ESE Aide	8/18/03	Replacement
McKinney, Deborah	Hawthorne High	Food Service Assistant I	8/18/03	Replacement
Megdadi, Neeka	Westwood Elementary	ESE Aide	09/02/03	Replacement
Monaghan, Melinda	Horizon Center	Aide II	9/9/03	Replacement
Moore, Delores	Hidden Oak Elementary	ESE Aide	9/02/03	Replacement
Owens, Barbara	Littlewood Elementary	EDEP ESE Aide	9/3/03	Replacement
Primous, Sherri	Metcalf Elementary	Head Start Assistant	9/8/03	Replacement
Radcliffe, Kenneth	Talbot Elementary	EDEP Activity Leader	8/25/03	Replacement
Rahla, Luz	Irby Elementary	EDEP Activity Leader	8/18/03	Replacement
Ramayya, Sunita	Rawlings Elementary	Aide I	8/28/03	Replacement
Rhodes, Brennan	Loften Center	ESE Aide	8/22/03	Replacement
Ruise, Terence	Santa Fe High	Custodian	9/15/03	Replacement

10/07/03

Appointments (contd.)

Appointee	Location	Position	Effective Date	Explanation
Scott, Sharon	Wiles Elementary	ESE Aide	8/18/03	Replacement
Shelley, Kristen	Metcalfe Elementary	EDEP Activity Leader	8/18/03	Replacement
Shuman, Elizabeth	Irby Elementary	EDEP Activity Leader	8/18/03	Replacement
Smith, Ana	Lawton Chiles	Food Service Assistant I	8/20/03	Replacement
Smith, Brandy	Williams Elementary	EDEP Activity Leader	8/18/03	Replacement
Snyder, Susan	District Food Service	Food Service Manager Intern I	9/2/03	Replacement
Snyder, Susan	District Food Service	Food Service Manager Intern I	9/2/03	Replacement
Stephens, Melissa	Duval Elementary	EDEP ESE Aide	9/02/03	Replacement
Sullivan-Napier, Helen	Alachua Elementary	Food Service Assistant I	8/25/03	Replacement
Tate, Allen	Early Head Start	Head Start Assistant	9/3/03	Replacement
Watts, Margaret	Bishop Middle	Food Service Assistant I	8/18/03	Replacement
Watts, Margaret	Bishop Middle	Food Service Assistant I	8/18/03	Replacement
Williams, Alexas	Littlewood Elementary	EDEP ESE Aide	8/20/03	Replacement
Wilson, Shirley	Horizon Center	ESE Aide	9/3/03	Replacement
Wilson, Shirley	Horizon Center	ESE Aide	9/02/03	Replacement
Wood, Augusta	Mebane Middle	ESE Aide	9/8/03	Replacement
Yasmin, Velencia	Rawlings Elementary	Head Start Assistant	8/26/03	Replacement

**SCHOOL BOARD OF ALACHUA COUNTY
DEPARTMENT OF PERSONNEL SERVICES
EMPLOYMENT OF NON-INSTRUCTIONAL/ADMINISTRATIVE SERVICE PERSONNEL**

10/07/03

Other Personnel Changes

Appointee	From	To	Effective Date	Explanation
Dunn, Suzette	Head Start Asst. /Irby Elementary	ESE Aide/Mebane Middle	9/8/03	Reclassification/Relocation
Strawder, Wanda	Database Clerk/Rawlins Elem	Administrative Secretary/ESE	8/25/03	Promotion/Relocation
Graham, Gina	Activity Leader/Wiles Elem	Activity Leader/Rawlins Elem	8/21/03	Relocation
Ramsey, Keisha	EDEP ESE Aide/Lanier Center	EDEP Activity Leader/Lanier Center	8/18/03	Promotion
Bunn, Jenny	Administrative Secretary/Personnel	Administrative Secretary/Career Tech	9/08/03	Relocation
Westlake, Anne	Food Service Asst II/Chiles Elem	Food Service Mgr Intern I/Chiles	8/14/03	Promotion
Spencer, Edward	Warehouse Employee/Physical Dist.	Sr. Warehouse Emp/Physical Dist	9/2/03	Promotion
Solano, Josefina	Sign Language Facilitator/Eastside	Sign Language Interpreter/Eastside	8/18/03	Promotion
Terrell, Frank	Family Service Liaison/Fearnside Ct	Attendance Officer/Instructional Adm	9/2/03	Promotion/Relocation
Williams, Chad	ESE Aide/A.Q. Jones	ESE Bus Attendant/A.Q. Jones	8/18/03	Reclassification
Jenkins, Ella	ESE Aide/A.Q. Jones	ESE Bus Attendant/A.Q. Jones	8/11/03	Reclassification
Ellerbe, Wanda	ESE Aide/Duval Elementary	CRT Aide/Aide I/Duval	8/25/03	Reclassification
Ihland, Christopher	EDEP ESE Aide/Archer Community	EDEP Activity Leader/Archer Comm	9/2/03	Promotion
McFadden, Sylvia	Food Service Assistant I/Buchholz	Custodian/Eastside High	9/22/03	Relocation
Vance, Jan	Clerical Assistant/Early Headstart	Data Entry Operator II/Early Headst	8/1/03	Promotion
Brown, Bobbie	ESE Aide/Metcalf Elementary	Aide I/Metcalf Elementary	8/18/03	Reclassification
Rowe, Beverly	Food Service Asst I/Santa Fe High	Food Service Asst II/Santa Fe High	8/27/03	Promotion
Knowles, Cecilia	Head Start Assistant/Shell Elem	Head Start Instructor/Shell Elem	8/7/03	Promotion
Clarkson, Dhana	ESE Aide/Horizon Center	Gudiance Clerical/Aide II/Horizon	8/19/03	Reclassification
Diaz, Joseph	EDEP ESE Aide/Talbot Elementary	EDEP Activity Leader/Talbot Elem	8/18/03	Promotion
Calsam, Sheila	ESE Aide/Job Coach/Buchholz	Clerical Assistant/Buchholz	9/2/03	Reclassification
Smith, Anna	Food Service Asst. I/Westwood	Food Service Asst II/Westwood	8/14/03	Promotion

10/07/03

Other Personnel Changes (cont.)

Appointee	From	To	Effective Date	Explanation
Hester, Tiffany	Food Service Mgr I/Newberry High	Food Service Mgr III/Newberry High	8/4/03	Promotion

**SCHOOL BOARD OF ALACHUA COUNTY
DEPARTMENT OF PERSONNEL SERVICES
EMPLOYMENT OF NON-INSTRUCTIONAL/ADMINISTRATIVE PERSONNEL**

October 7, 2003

Resignations, Terminations, and Leaves

Appointee	Location	Position	Effective Date	Explanation
Baskin, Bettye	Eastside High	Sr. Clerical Assistant	11/30/03	DROP
Hecht, Carmen	Curriculum	Executive Assistant	9/1/03	DROP – 8/31/08
Roberts, Jarvis	Lincoln Middle	Custodian	9/18/03	Admin Leave with Pay thru 10/7/03
Turek, Carol	Shell Elementary	Pre K Assistant	8/11/03	Leave 8/11/03 – 01/05/04
McCray, Shirley	Early Head Start	Head Start Assistant	8/11/03	Leave 8/11/03 – 2/12/04
Young, Zindora	Idylwild Elementary	Food Service Assistant I	8/14/03	Leave 8/14/03 – 12/20/03
Days, Velma	Eastside High	Food Service Assistant II	8/14/03	Leave 8/14/03 – 9/5/03
Pringle, Carrie	Littlewood Elementary	Food Service Assistant I	8/14/03	Leave 8/14/03 – 9/8/03
Ferguson, Diane	Lanier Center	ESE Aide	8/27/03	Leave 8/18/03 – 11/28/03
Taylor, Renee	Transportation	Bus Attendant	8/18/03	Leave 8/18/03 – 9/30/03
Mays, Rosa	Hidden Oak Elementary	Food Service Assistant I	8/19/03	Leave 8/19/03 – 9/5/03
Hayes, Gladys	Williams Elementary	Food Service Assistant I	8/22/03	Leave 8/22/03 – 9/30/03
Pickett, Priscilla	Transportation	Bus Driver	8/25/03	Leave 8/25/03 – 01/05/04
Alsip, Lois	Duval Elementary	Head Start Instructor	8/6/03	Leave 8/6/03 – 6/8/04
Robinson, Lynette	Transportation	Bus Driver	9/2/03	Leave 9/2/03 – 9/19/03
Booth, Beverly	Newberry High	Job Coach	8/9/03	Resignation
Gray, Betty	Alachua Elementary	Food Service Assistant I	8/29/03	Resignation
Guerra, Claudia	Hidden Oak Elementary	Aide I	8/18/03	Resignation

October 7, 2003

Resignations, Terminations, and Leaves (cont.)

Appointee	Location	Position	Effective Date	Explanation
Hartley, Cheryl	Irby Elementary	Data Base Clerk	10/17/03	Resignation
McKeever, Martha	Irby Elementary	Pre K Assistant	9/9/03	Resignation
Rose, Sienna	Gainesville High	ESE Aide	6/2/03	Resignation
Smoaks, Randolph	Rawlings Elementary	Food Service Assistant I	9/19/03	Resignation
Welch, Audrey	Transportation	Bus Attendant	8/27/03	Resignation
Bass, Andrea	Glen Springs Elem	Food Service Assistant I	8/14/03	Retirement
Bryant, Pearl M.	Loften High	Custodian, Lead Worker	9/30/03	Retirement
Crowe, Ruth	Waldo Community	Media Aide	8/29/03	Retirement
Sharp, Robert	Maintenance	Plant Mechanic	10/1/03	Retirement
Thomas, Brenda	Transportation	Bus Attendant	8/5/03	Retirement
Throne, Dorothy	Transportation	Bus Driver	7/31/03	Retirement
Johnson, Martha	Idylwild Elementary	Head Start Assistant	8/11/03	Return to Active Duty
Scott, Kelly	Wiles Elementary	ESE Aide	9/2/03	Return to Active Duty
Tyner, Carolyn	Oak View Middle	Food Service Assistant I	8/14/03	Return to Active Duty
Williams, Priscilla	Transportation	Bus Driver	8/18/03	Return to Active Duty
Buckley, Brian	Finley Elementary	Activity Leader	6/02/03	Termination
King, Antonio	Transportation	Bus Driver	8/14/03	Termination
King, Darlene	Transportation	Bus Driver	10/8/03	Termination
Roberts, Jarvis	Lincoln Middle	Custodian	10/8/03	Termination
Wright, Erica	Duval Elementary	ESE Aide	6/4/03	Termination
Wright, Martha	Transportation	Bus Driver	8/14/03	Termination

October 7, 2003
AGENDA ATTACHMENT

APPROVED CONSTRUCTION CONTRACT CHANGE ORDERS

- (1) Change Order Number Two for Project SBAC CA930—High Springs Elementary School New Classroom Building

On September 16, 2003, the Superintendent authorized execution of Change Order Number Two to the construction contract. This change order adds \$11,454.36 to the contract, revising the contract total to \$1,018,699.76 and represents costs for adding plumbing fixtures that were removed from the contract by credit of Change Order #1 for district direct purchase, back into the construction contract. This change order adds no calendar days to the contract time.

- (2) Change Order Number One for Project SBAC A0234—Lincoln Middle School Locker Room Remodeling

On September 24, 2003, the Superintendent authorized execution of Change Order Number One to the construction contract. This change order adds \$23,662.05 to the contract, revising the contract total to \$456,429.05, and represents costs for: revisions to mechanical, electrical, plumbing, and communication requirements and reconstruction of the existing building soffit. This change order adds fourteen (14) consecutive calendar days to the contract time.

STATE BOARD RULE AUTHORIZED PURCHASE, 6A-1.012(5), COPIERS

- A. Request consent to lease 11 copiers using the prices, terms, and conditions contained in the Miami-Dade County Public Schools bid/contract #143-BB05 with Ikon Office Solutions, Inc. Nine copiers will replace existing leased equipment under State of Florida contract, which has expired, and will be installed in Newberry High School, Mebane Middle School, Eastside High School, Volunteer Department, Personnel Department, Transportation Department, and Payroll Department. Two copiers will be installed in the new 9th Grade Center at Eastside High School. Instructional and administrative staff use all copiers extensively throughout the year. Rates include equipment, consumable supplies, service labor, and repair/replacement parts. The contract term is November 1, 2003 through October 31, 2008. The total estimated annual value of the services to be provided under this contract is \$18,200.

STATE BOARD RULE AUTHORIZED PURCHASE, 6A-1.012(5)

- B. Request consent to purchase chillers and air handling units using the discounts, terms and conditions contained in the School District of Palm Beach County bid/contract #00C-010J with Trane Company to furnish-only chillers and air handling units in Alachua Elementary School, Westwood Middle School, and Fearnside Family Services Center. The contract term is October 7, 2003 through May 17, 2004. The total estimated value of the equipment to be provided under this contract is \$110,000.

BID OPENED 3:00 PM, AUGUST 28, 2003

C. PRINTING PAPER AND SUPPLIES - ANNUAL CONTRACT

**(BID#03-61)
Printing Department
(Various Funds)**

Bid establishes fixed unit prices for various types of printing paper and supplies, including colored and carbonless paper, envelopes, inks, developer, and plates, to be delivered to the Printing Department on an as-needed basis. The contract performance period begins October 7, 2003, and ends April 16, 2004.

15 Bids Solicited
6 Bid Received

Recommend award be made to the following low responsive and responsible bidders meeting the specifications.

Vendor	Lot #	Total Value
Mac Papers, Inc.	1,2,4,8	\$40,501.21
Unisource Worldwide, Inc.	3	\$1,328.01
A.B. Dick Company	5,6,7	\$7,241.95

TOTAL ESTIMATED CONTRACT VALUE \$49,071.17

ATTACHMENT D

BID RENEWAL

**D. PAINT AND PAINT RELATED
PRODUCTS – ANNUAL CONTRACT**

**(BID #03-02)
Facilities Department
(General Fund)**

Bid establishes fixed unit prices for paint and painting supplies to be used on an as needed basis by Facilities' Department staff to maintain District schools and buildings.

Recommend bid with **Suntec Paint, Inc.** (Lots A and B) and **ICI Dulux** (Lot D) be renewed for the period beginning November 1, 2003 and ending October 31, 2004. The total annual estimated value of the commodities to be provided under this contract is \$40,000.

BID RENEWAL

**E. RELOCATION OF PORTABLE BUILDINGS
– ANNUAL CONTRACT**

**(BID #03-17)
Facilities Department
(Various Funds)**

Bid establishes fixed unit prices for portable building relocation services to be used as needed by the Facilities Department to move portable buildings on site and between schools

Recommend bid with **T&B House Movers, Inc. (Primary Contractor)**, and **Roesch Housemovers, Inc. (Secondary Contractor)** be renewed for the period beginning January 1, 2004 and ending December 31, 2004. The total annual estimated value of the services to be provided under this contract is \$60,000.

BID RENEWAL

**F. CONTRACT ROOFING LABOR
– ANNUAL CONTRACT**

**(BID #03-18)
Facilities Department
(Various Funds)**

Bid establishes fixed hourly rates for roofing crews and equipment (including 2-man crews, and Apprentice and Roofing Laborers) to be used on an as-needed by the Facilities Department.

Recommend bid with **Ferber & Osteen Roofing and Sheet Metal Contractors, Inc. (Primary Contractor)**, and **Perry Roofing Contractors (Secondary Contractor)** be renewed for the period beginning January 1, 2004 and ending December 31, 2004. The total annual estimated value of the services to be provided under this contract is \$140,000.

BID RENEWAL

**G. FURNISH/INSTALL CHAIN
LINK FENCE – ANNUAL CONTRACT**

**(BID #03-20)
Facilities Department
(Various Funds)**

Bid establishes fixed unit prices for installation, replacement, and repair of chain link fence on an as needed basis throughout the District.

Recommend bid with **All Florida Enterprises, Inc.** be renewed for the period beginning January 1, 2004 and ending December 31, 2004. The total annual estimated value of the services to be provided under this contract is \$80,200.

BID RENEWAL

H. PLUMBING SERVICES – ANNUAL CONTRACT

**(BID #03-25)
Facilities Department
(Various Funds)**

Bid establishes fixed hourly rates for plumbing crews (2-man crew, Journeyman Plumbier, and Apprentice Plumber) to be used on an as-needed basis by the Facilities Department to maintain District plumbing infrastructure.

Recommend bid with **W.W. Gay Mechanical Contractor of Gainesville, Inc. (Primary Contractor)** and **Quality Plumbing of Gainesville, Inc. (Secondary Contractor)** be renewed for the period beginning January 1, 2004 and ending December 31, 2004. The total annual estimated value of the services to be provided under this contract is \$100,000.

1. **EMERGENCY PURCHASE – BOARD POLICY MANUAL, CH. 7, 7.31(9)**
TO: FERBER & OSTEEN ROOFING AND SHEET METAL CONTRACTORS, INC.
FOR: Labor to replace Lincoln Middle School Building #6 roof.
JUSTIFICATION: Roof leaks were threatening the newly renovated locker rooms in building #6. Attempts to repair the roof were unsuccessful and acquisition of roof replacement labor services through the formal bidding process would have delayed the project and resulted in damage to the locker rooms. At the request of the Facilities Department's Executive Director, Ferber & Osteen Roofing and Sheet Metal Contractors were contracted to replace the roof.
AMOUNT: \$37,152.00
FUNDS: 0371-0112, District-Wide Roof Replacement/Repair Fund
REQUESTED BY: Facilities Department

2. **TO:** PHOENIX INDUSTRIES
FOR: Temporary storage of USDA-donated food in vendor warehouse and delivery to the District on an as-needed basis.
AMOUNT: \$25,000.00 (6A-1.012(5); Florida Department of Agriculture and Consumer Services, Region III, Commercial Ware-housing Contract #7781)
FUNDS: 0410-8001, Food Service Fund
REQUESTED BY: Food Service Department

3. **TO:** ALLEN NORTON AND BLUE PA INC.
FOR: Labor relation services, including bargaining and legal matters relating to labor relations.
AMOUNT: \$50,000.00 (6A-1.012(7); Professional Services)
FUNDS: 0100-9001, General Fund
REQUESTED BY: Staff Attorney

4. **TO:** SUNGUARD BITECH, INC.
FOR: Annual maintenance and support of all District Bi-Tech software systems, including finance, HR, payroll, and annual software upgrades.
AMOUNT: \$29,762.09 (6A-1.012(10); Information Technology)
FUNDS: 0100-9016, General Fund
REQUESTED BY: Information Resources

ATTACHMENT D

5. **TO:** **MASTERSOLUTION A. G.**
FOR: Altiris Deployment Solution Software/License, including one year free annual upgrade protection/support and on-site training. This system will be used to deploy software from a central server at each school to all computers at that school. The software deployed by this system includes operating system patches, updates, clones of the hard drive, etc. It will allow District Zone Techs and Site Techs to be more efficient in that they can initiate and control the deployment process from any networked computer in the District.

AMOUNT: **\$44,270.50** (6A-1.012(10); Information Technology)
FUNDS: 0100-9035; TEC Categorical Fund
REQUESTED BY: **Instructional Technology**

ATTACHMENT D

PURCHASED PRODUCTS/SERVICES; \$12,500 TO \$24,999

(Period: 09/01/03-09/23/03)

P. O. #	FUND	AMOUNT	VENDOR NAME	PRODUCTS/SERVICES PURCHASED	DEPARTMENT	STATUS
P069493	0100 (General)	\$12,565.75	AFP Industries, Inc.	Construction Paper-Variou Types	Physical Distribution	Bid #04-06
P069581	0490 (Title I)	\$19,646.00	Electronic Education	Waterford Reading Software	Title I/Foster Elem.	Educational Software
P069693	8001 (Food Service)	\$18,870.00	Zartic, Inc.	Commodity Processing	Food Service	Bid #03-52
P069739	8001 (Food Service)	\$21,259.00	Schoolhouse Products	50 Cafeteria Tables for Rawlings Elem.	Food Service	Bid #02-08
P069893	0490 (Special Revenue Fund- Project Aspire)	\$16,659.00	Dell	20 Microcomputers	Horizon Center	State Contract

ATTACHMENT D