

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

**JUNE 15, 2004
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 JUNE 1, 2004

C. ADOPTION OF AGENDA

D. BOARD MEMBER/SUPERINTENDENT ANNOUNCEMENTS

E. RECOGNITION(S)

- 1. Commissioner of Education's Business Recognition Awards Kostamo
- 2. O2B Kids Kostamo

F. 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.)*

G. PRESENTATION(S)/REPORT(S)

- 1. Budgeting/Financial Update Birkett/Tougaw
- 2. Oasis Charter School Update Lewis/Trainor

H. ACTION ITEMS

- 1. Administrative Appointment—Hawthorne Jr./Sr. High School Principal Hollinger
- 2. Continuation of the 2003-2004 Salary Schedules Birkett

RECOMMENDED ACTION: The administration recommends that the existing 2003-2004 Salary Schedules for teachers, career service personnel (bargaining unit members), professional/technical personnel (non-bargaining unit members), administrative personnel, and other compensation be readopted without provision for future amendments due to negotiations and/or salary schedule developments.

- 3. Upgrade Remaining Token Ring Networks to Ethernet and Replace Outdated Computers at Non-QZAB Schools with E-Rate Funds Moffett
RECOMMENDED ACTION: The administration recommends that the School Board approve the use of E-Rate funds to upgrade the remaining school sites from Token Ring Networks to Ethernet and to replace outdated computers at non-QZAB schools.

- 4. Upgrade Phone Systems at Terwilliger, Prairie View, Rawlings and Metcalfe Elementary Schools with E-Rate Funds Utley
RECOMMENDED ACTION: The administration recommends that the School Board approve the use of E-Rate funds to upgrade phone systems at Terwilliger, Prairie View, Rawlings and Metcalfe Elementary Schools.

- 5. Renewal of Property & Casualty Program for the 2004-2005 Fiscal Year Robinson/Hotary
RECOMMENDED ACTION: The administration recommends renewal of its Property & Casualty Program with Florida School Boards' Insurance Trust for the 2004-2005 fiscal year.

- 6. 2005-06 School Calendar and Amendment to the 2004-05 School Calendar—Second Reading Tougaw

A public hearing was held May 18, 2004, to consider amendment to the 2004-05 School Calendar and a proposed 2005-06 School Calendar.

RECOMMENDED ACTION: The administration recommends that the School Board adopt the 2004-05 School Calendar as amended and the 2005-06 School Calendar as presented.

- 7. Revisions to the Code of Student Conduct 2004-2005—First Reading Black
RECOMMENDED ACTION: The administration recommends that the School Board schedule a public hearing 6:30 p.m., July 20, 2004, to consider revisions to the Code of Student Conduct.

- 8. Appointment to the Alachua County School Concurrency Steering Committee -- Citizens at Large Category Chairman

- 9. Superintendent's Contract Superintendent

I. CONSENT AGENDA

RECOMMENDED ACTION: The superintendent recommends that the School Board approve the Consent Agenda as described in items 1-18.

- 1. Employment of Personnel--Attachments A Robinson
- 2. Change Order(s) Approved under Policy 8.53(1)--Attachment B Gable
- 3. Bid(s) and Requisition(s)--Attachment C Hackett
- 4. Purchased Products/Services--\$12,500 to \$24,999--Attachment D Hackett
- 5. Schematic Design Documents for Project SBAC CB834— Spring Hill Middle School Classroom Building Gable

Long & Associates, Inc., Tampa, Florida has prepared Schematic Design Documents for the construction of this project. It is requested that the Board approve these plans as presented.
- 6. Design Development/Construction Documents for Project SBAC C0032— Shell Elementary School New Multipurpose Building Gable

Florida Architects, Inc., Orlando, Florida has prepared Design Development/ Construction Documents for the construction of this project. It is requested that the Board approve these plans as presented.
- 7. Renewal of Memorandum of Agreement with P. K. Yonge Development Research School E. Chambers

Renewal of the agreement with P. K. Yonge Development Research School is recommended to operate the School Food Service Breakfast and Lunch program for the 2004-2005 school year.
- 8. Memorandum of Agreement with YMCA E. Chambers

This agreement provides for lunches and afternoon snacks during summer 2004 by the district's School Food Service as part of the DOE Summer Nutrition program.
- 9. Title IV Community Service Grant Omer

A proposal has been prepared for submission to the Florida Department of Education for second-year funding for a pre-vocational community service program for high school students at the Horizon Center. If awarded, this funding will allow Horizon to expand this program to the middle school population. A total of \$100,000 is requested.
- 10. 21ST Century Community Learning Center Omer

A proposal has been prepared for submission to the Florida Department of Education for a 21ST Century Community Learning Center grant. This is a five year program that will provide after school programs at five Alachua County sites: Prairie View Elementary School, Waldo Community School, two Reichert House locations, and the Eastside Park Community Center. Program activities are designed to improve students' academic performance, particularly in reading, and to provide students with engaging activities in a safe environment during times when school is not in session. Funds will be used for teacher stipends, fringe benefits, supplies, equipment, field trips, transportation for students, travel for required program meetings, and computer hardware and software.

11. Contractual Agreement #731-05-001, including Attachments #05-001-A20 and #05-001-A34, with Putnam County District Schools on behalf of the North East Florida Educational Consortium (NEFEC) for 2004-05 FY Perez
- This contract provides for specific services that outlines professional and technical support activities provided by the Institute for Small and Rural Districts (ISRD). 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.
12. Individuals with Disabilities Education Act (IDEA), Part B Project; IDEA, Part B, Preschool Project; and IDEA, Part B, Discretionary Support Services Fund Perez
- The Exceptional Student Education Federal Entitlement Projects and the IDEA Discretionary Support Services funds have been allocated for the purpose of supporting special education and related services to students with disabilities in Alachua County schools.
13. Transportation Bus Use Agreements Shelton
- a. Agreements with University of Florida Athletic Association to provide transportation for the Florida Baseball and Volleyball Camps.
- b. Agreement with Girl Scouts of Gateway Council to provide transportation for day camp.
14. Resolution No. 04-04, District Participation in the Crown Consortium 2004-05 .. Lewis
- This resolution adopts a plan for cooperating with the School Boards of other districts in an educational consortium, the Crown Consortium, for acquisition of materials, contracted services, and participation in programs, when such meets specific needs of the district and is deemed educationally/monetarily beneficial by the School Board.
15. Best Practices for Safety and Security Self-Assessment Report Bryan
- Section 1006.07(6), Florida Statutes, requires school districts use the OPPAGA Safety and Security Best Practices to conduct an annual self-assessment of the district's safety and security programs for Board approval prior to July 1, and following Board approval, submit the report to the Commissioner of Education within 30 days.
16. Charter School Lease Agreement with DeSoto High School, Inc., Charter School Lewis
- This agreement will allow DeSoto High School to lease classrooms from Archer Community School. The cost to the Charter School will be \$3,000 monthly from July 1, 2004 through June 30, 2005. Fifty percent of the monies will be returned to the school to support maintenance and enhance programs.
17. Tech Prep Articulation Agreements Edwards
- The Tech Prep Articulation agreements are for the following program areas: Accounting Operations, Early Childhood Education, Automotive Service Technology, Communications Technology, New Media Technology, and Web Design.

18. Amendment to the BENCOR Plan Robinson/Hotary

Amendment to the BENCOR Plan will allow for the additional sheltering of terminal pay.

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: An Informal Meeting of the Board is scheduled July 13, 2004, 9:30 a.m.
A Budget Workshop is scheduled July 15, 2004, 9 a.m.

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
DEPARTMENT OF PERSONNEL SERVICES
EMPLOYMENT OF NON-INSTRUCTIONAL/ADMINISTRATIVE PERSONNEL**

**June 15, 2004
Appointments**

Appointee	Location	Position	Effective Date	Explanation
Berry, Odis	Lincoln Middle	Custodian, Lead Worker	05/17/04	Appointment
Daemer, Gary	Facilities Department	Carpenter	05/24/04	Appointment
Gardner, Judith	District Food Service	Food Service Manager Intern	05/24/04	Appointment
James, Darria	Finance Department	Accounts Payable Specialist	06/14/04	Appointment
Parrish, Deborah	Finance Department	Accounts Payable Specialist	06/03/04	Appointment
Patterson, Terrance	Rawlings Elementary	Custodian	05/10/04	Appointment
Taylor, Lloyd	Facilities Department	Trades Helper II	05/24/04	Appointment

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

June 15, 2004

Other Personnel Changes

Appointee	From	To	Effective Date	Explanation
Carder, Linda	Food Service Asst I/Eastside High	Food Service Asst II/Eastside High	05/21/04	Promotion
Griffin, Crystal	Head Start Assistant/Fearnside Ctr	Preschool Instructor/Fearnside Ctr	05/13/04	Promotion
Hickey, Lucia	Food Service Asst I/Buchholz High	Food Service Asst II/Buchholz High	05/21/04	Promotion
Thompson, Henry	Sr. Account Clk/Physical Distribution	Warehouse Specialist/Physical Distribution	05/10/04	Promotion
Walker, Marion	Food Service Assistant I/Buchholz	Food Service Assistant II/Buchholz High	05/21/04	Promotion
Lasher, Martha	Executive Assistant/Personnel	Legal Assistant/Staff Attorney	06/01/04	Promotion/Relocation
Shelton, Marcia	Executive Asst-Data Base Clk/Loften	Certification Analyst/Personnel	06/14/04	Promotion/Relocation
Buffum, Regina	Admin Secretary/Learning Resources	Mgr LRC Services/Learning Resource	05/24/04	Reclassification
Camps, Terrilyn	Secretary/Gainesville High	Secretary/Gainesville High	05/18/04	Return to Active Duty
Russell, Barbara	ESE Aide/Lincoln Middle	ESE Aide/Lincoln Middle	05/17/04	Return to Active Duty

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

June 15, 2004

Resignations, Terminations, and Leaves

Appointee	Location	Position	Effective Date	Explanation
Grimes, James	Gainesville High	Custodian, Lead Worker	07/01/04	DROP: 06/30/09
Keen, Iris	Physical Distribution	Administrative Secretary	07/01/04	DROP: 06/30/09
Willie, Sandra	Transportation Department	Bus Driver	05/01/04	DROP: 08/31/08
Aviles, Noemi	Transportation Department	Bus Attendant	05/07/04	Leave: 05/07/04 – 06/02/04
Jones, Nicole	Transportation Department	Bus Driver	05/13/04	Leave: 05/13/04 – 06/02/04
Jones, Tanya	Wiles Elementary	Aide I	08/16/04	Leave: 08/16/04 – 03/01/05
Lampkin, Lavinia	Gainesville High	ESE Aide	08/23/04	Leave: 08/23/04 – 01/15/05
Mahamery, Blanche	Santa Fe High	Food Service Assistant	05/05/04	Leave: 05/05/04 – 06/03/04
Moore, Sabrina	Gainesville High	ESE Aide	05/06/04	Leave: 05/06/04 – 06/02/04
Rushing, Mae	Eastside High	Custodian	05/05/04	Leave: 05/05/04 – 07/02/04
Battiata, Maria	Gainesville High	Food Service Assistant I	06/03/04	Resignation
Gainey-Clark, Tess	Talbot Elementary	ESE Aide	05/26/04	Resignation
Houston, Janelle	Eastside High	Sign Language Facilitator	06/02/04	Resignation
Jackson, Amisha	Prairie View Elementary	Preschool Instructor	06/07/04	Resignation
Lawrence, Stephanie	Terwilliger Elementary	ESE Aide	06/02/04	Resignation
Mauldin, Jared	Newberry Elementary	EDEP Activity Leader	05/13/04	Resignation
Myers, Sheila	Kanapaha Middle	ESE Aide	06/02/04	Resignation
Odom, Alissa	Waldo Community	Tutor	06/26/04	Resignation
Olsen, Ashley	Buchholz High	Clerical Assistant	06/08/04	Resignation
Ryan, Patricia	Buchholz High	ESE Aide	06/02/04	Resignation

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

June 15, 2004

Resignations, Terminations, and Leaves (Cont.)

Trainor, Richard	Finance Department	Chief Financial Officer	06/02/04	Resignation
Vinson, Thelma	Lake Forest Elementary	Aide I	06/02/04	Resignation
Wheeler, Chattie	Norton Elementary	ESE Aide	05/28/04	Resignation
Ziegler, James	Textbook Services	Instructional Materials Manager	05/20/04	Resignation
Hoffman, Susanne	Transportation Department	Bus Driver	06/13/04	Retirement
Mitchell, Norma	Santa Fe High	Sr. Clerical Assistant	06/08/04	Retirement
Hill, Idella	Duval Elementary	Computer Lab Proctor	06/30/04	Retirement: DROP
Murphy, Sylvia	Glen Springs Elementary	EDEP On-Site Coordinator	06/04/04	Retirement: DROP
Barrand, Teresa	Kanapaha Middle	Aide I	06/02/04	Termination
Boursiquot, DeAnna	Wiles Elementary	Activity Leader	05/07/04	Termination
Carnes, Nanette	Lincoln Middle	Aide I	06/02/04	Termination
Frazier, David	Lincoln Middle	Aide I	06/02/04	Termination
Welch, Joetta	Early Head Start	Head Start Assistant	05/19/04	Termination
Morgan, Cammy	Transportation Department	Bus Attendant	05/20/04	Termination
Richardson, Kristen	Transportation Department	Bus Driver	03/12/04	Termination
Wilson, Betty	Lincoln Middle	Custodian	05/18/04	Termination

June 15, 2004
AGENDA ATTACHMENT

APPROVED CONSTRUCTION CONTRACT CHANGE ORDERS

- (1) Change Order Number Three for Project SBAC CD630—Sidney Lanier Center Classroom Renovations, Building 2 and 3

On June 2, 2004, the Superintendent authorized execution of Change Order Number Three to the construction contract. This change order adds \$20,947.17 to the contract, revising the contract total to \$1,155,254.12, and represents costs for removing existing and installing new stormwater lines and relocating the intercom line. This change order adds no calendar days to the contract time.

STATE BOARD RULE AUTHORIZED BID (6A-1.012(5))

- A.** Utilize the rates, terms, and conditions contained in the School District of Osceola County's contract (#SDOC 04-18NM) with Automated Recovery Solutions to assist the District with NSF check and delinquent account recovery services. ARS has agreed to offer the same rates, terms, and conditions contained in this contract to the School Board of Alachua County.

BID OPENED MAY 26, 2004

- B. DISTRICT UNIFORM SERVICES (BID #04-38)**
- ANNUAL CONTRACT Various Departments and All Schools
(General Fund)

Bid establishes fixed weekly prices for lease and/or rental of uniforms to be provided to and used by District transportation, maintenance, warehouse, and custodial staff as needed. The contract term is June 15, 2004 through May 31, 2007.

6 Bids Solicited
3 Bids Received

Recommend award be made to **Aramark Uniform Services**, the low responsive and responsible bidder. The estimated annual value of the contact is \$39,639.

BID OPENED MAY 27, 2004

- C. COMMUNICATION EQUIPMENT (BID #04-42)**
PROTECTION PRODUCTS Voice Communication Department
- ANNUAL CONTRACT (General Fund)

Bid establishes fixed unit prices for various types of communication equipment protection products to be ordered as needed by the District Voice Communications Department. The contract term is June 15, 2004 through May 31, 2005.

8 Bids Solicited
3 Bids Received

Recommend award be made to **Anixter**, the low responsive and responsible bidder. The estimated annual value of the contact is \$47,591.

BID OPENED MAY 28, 2004

**D. PLASTIC LINERS –
ANNUAL CONTRACT**

**(BID #04-43)
Physical Distribution Department
(General Fund)**

Bid establishes fixed unit prices for various types and sizes of plastic garbage can liners to be inventoried in the District warehouse and delivered to all schools and departments on an as needed basis. The contract term is June 15, 2004 through May 31, 2005.

18 Bids Solicited
11 Bids Received

Recommend award be made to **Calico Industries, Inc.**, the low responsive and responsible bidder. The estimated annual value of the contact is \$25,940.

1. **TO:** **FLORIDA SCHOOL BOOK DEPOSITORY**
FOR: Instructional materials for District elementary schools
in accordance with the 02/17/04 Board math textbook
adoption.
AMOUNT: **\$307,833.00 (6A-1.012(7); Textbooks)**
FUNDS: 0100-9027, General Fund
REQUESTED BY: **Textbook Services**

2. **TO:** **FLORIDA SCHOOL BOOK DEPOSITORY**
FOR: Instructional materials for reading coaches to enhance the
basil reading skills of participating students in 15 District
elementary schools.
AMOUNT: **\$29,758.08 (6A-1.012(7); Instructional Materials)**
FUNDS: 0100-9043, Reading Coaches Grant
REQUESTED BY: **Project Development**

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

P.O.#	Fund	Amount	Vendor Name	Products/Services Purchased	Department	Status
PO80880	0100 (General)	\$15,048	Xerox Corporation	Copier paper for all District schools and departments	Physical Distribution	Volusia County Schools Bid# 2CL-449GH
PO80907	0420 (ESE)	\$14,448.99	Dynavox, Inc.	Dynavox DV4 voice communication devices with carrying cases and on-line access for communicating with ESE students	ESE	Instructional Materials
PO81031	0420 (Title I)	\$12,960.20	North East Florida Educational Consortium	Provide technical and professional support for implementation of the No Child Left Behind Act	Title I	Professional Services

ATTACHMENT C