



# Baker County Public Schools



Sherrie Raulerson, Superintendent of Schools

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*"The vision of the Baker County School Board is to prepare individuals to be lifelong learners, self-sufficient and responsible citizens of good character."*

| AGENDA<br>EXPULSION HEARING<br>(Closed to the Public)<br>Monday, June 20, 2022 – 1:30 p.m.<br>District School Board Room (270 South Boulevard East, Macclenny, Florida) |           |                      |                 |                               |
|---|-----------|----------------------|-----------------|-------------------------------|
| SUPPLEMENTAL MINUTE BOOK #50 PAGE #21   |           |                      |                 |                               |
| DATE  | TIME      | TYPE                 | CASE #          | SCHOOL                        |
| 06/20/2022  | 1:30 P.M. | EXPULSION<br>HEARING | 062020221300583 | BAKER COUNTY<br>MIDDLE SCHOOL |

| AGENDA<br>EXPULSION HEARING<br>(Closed to the Public)<br>Monday, June 20, 2022 – 2:15 p.m.<br>District School Board Room (270 South Boulevard East, Macclenny, Florida) |           |                      |                 |                             |
|---|-----------|----------------------|-----------------|-----------------------------|
| SUPPLEMENTAL MINUTE BOOK #50 PAGE #21   |           |                      |                 |                             |
| DATE  | TIME      | TYPE                 | CASE #          | SCHOOL                      |
| 06/20/2022  | 2:15 P.M. | EXPULSION<br>HEARING | 062020222150442 | BAKER COUNTY<br>HIGH SCHOOL |

| AGENDA<br>SCHOOL BOARD MEETING<br>(Open to the Public)<br>Monday, June 20, 2022 - 3:00 p.m.<br>District School Board Room (270 South Boulevard East, Macclenny, Florida) |  |
|--|--|
| SUPPLEMENTAL MINUTE BOOK #50 PAGE #21  |  |
| I.   | A. Invocation<br>B. Pledge of Allegiance |
| II.  | CALL TO ORDER – 3:00 P.M.                |
| III.   | ROLL CALL OF MEMBERS                     |

Baker County School Board Meeting Agenda (Monday, June 20, 2022) - Page 1 of 12

Minute Book # 39

Supplemental Minute Book #50 Page #21

*"Preparing individuals to be lifelong learners, self-sufficient, and responsible citizens of good character"*

## DISTRICT SCHOOL BOARD MEMBERS

Tiffany McNarnay, District 1 🐾 Richard Dean Griffis, District 2 🐾 Paula T. Barton, District 3 🐾 Charlie M. Burnett, III, District 4 🐾 Amanda Hodges, District 5

AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION

|              |   |  |                                 |
|--------------|---|--|---------------------------------|
| <b>IV.</b>   | <b>PUBLIC HEARINGS – 3:00 P.M. (if any)</b>   |  |                                 |
| <b>V.</b>    | <b>RECOGNITIONS / PRESENTATIONS</b>   |  |                                 |
|              | ➤ <b>Recognize Retiree Charles Jackson</b><br>(Hire Date: August 21, 1996 ; Retire Date: May 30, 2022)      |  |                                 |
|              | ➤ <b>Recognize Retiree Donna Scott</b><br>(Hire Date: January 7, 2014 ; Retire Date: May 25, 2022)          |  |                                 |
|              | ➤ <b>Recognize Retiree Barbara Belleville</b><br>(Hire Date: February 10, 1986 ; Retire Date: May 25, 2022) |  |                                 |
|              | ➤ <b>Recognize Retiree Tressie Maxwell</b><br>(Hire Date: September 10, 2007 ; Retire Date: May 27, 2022)   |  |                                 |
| <b>VI.</b>   | <b>APPROVAL TO CORRECT AND/OR ADD ITEMS TO THE FINAL AGENDA</b>   |  |                                 |
| <b>VII.</b>  | <b>REMOVAL OF ROUTINE ITEMS</b>   |  |                                 |
| <b>VIII.</b> | <b>APPROVAL OF ITEMS FOR ACTION</b>   |  |                                 |
|              | <b>A.</b>   | <b>Approval of Routine Items</b>   | <b>CONTACT</b>                  |
|              | <b>A.</b>   | <b>1. Approval of the Personnel Items List for Approval on June 20, 2022.</b>  | Sherrie Raulerson<br>(259-0401) |
|              | <b>A.</b>   | <b>2. Approval of the Minutes of the May 31, 2022, Executive Session.</b>  | Sherrie Raulerson<br>(259-0401) |
|              | <b>A.</b>   | <b>3. Approval of the Minutes of the June 6, 2022, Expulsion Hearings and School Board Meeting.</b>  | Sherrie Raulerson<br>(259-0401) |
|              | <b>A.</b>   | <b>4. Approval of the May 2022 District Property Inventory.</b>  | Denny Wells<br>(259-5420)       |
|              | <b>A.</b>   | <b>5. Approval of the Grant Proposal for Early Learning / Child Care Provider - ARPA Stabilization Subgrant in the Amount of \$227,934.00. New / Federal / No Matching</b>   | Bonnie Jones<br>(259-0405)      |
|              | <b>A.</b>   | <b>6. Approval of the Budget Amendment to the "ARP ESSER III: General Fund and Learning Loss" Grant in the Amount of \$720,200.00. No Change in Overall Budget Total of \$8,746,834.00. Amendment / Federal / No Matching</b>                  | Traci Wheeler<br>(259-6776)     |
|              | <b>A.</b>   | <b>7. Approval of the Resolution with the District School Board of Putnam County on Behalf of North East Florida Educational Consortium, Effective July 1, 2022 - June 30, 2023.</b>   | Sherrie Raulerson<br>(259-0401) |
|              | <b>A.</b>   | <b>8. Approval of the Main Contractual Agreement #731-23-020 with District School Board of Putnam County on Behalf of North East Florida Educational Consortium, Effective July 1, 2022 - June 30, 2023.</b>                                   | Sherrie Raulerson<br>(259-0401) |
|              | <b>A.</b>   | <b>9. Approval of Attachment #23-020-A1 (Instructional Services Program) to the Main Agreement with District School Board of Putnam County on Behalf of North East Florida Educational Consortium, Effective July 1, 2022 - June 30, 2023.</b> | Sherrie Raulerson<br>(259-0401) |

|  |        |  |                              |
|--|--------|--|------------------------------|
|  | A. 10. | Approval of the Attachment #23-020-A6 (Enterprise Resource Software) to the Main Agreement with District School Board of Putnam County on Behalf of North East Florida Educational Consortium, Effective July 1, 2022 - June 30, 2023.   | Sherrie Raulerson (259-0401) |
|  | A. 11. | Approval to Renew Agreement Attachment #23-020-A10 to the Main Agreement with North East Florida Educational Consortium to Provide Risk Management Services Effective July 1, 2022- June 30, 2023.                                       | Sherrie Raulerson (259-0401) |
|  | A. 12. | Approval of the Attachment #23-020-A18 (Information Technology) to the Main Agreement with District School Board of Putnam County on Behalf of North East Florida Educational Consortium, Effective July 1, 2022 - June 30, 2023.        | Sherrie Raulerson (259-0401) |
|  | A. 13. | Approval of Attachment #23-020-A27 (Building Code Administrator) to the Main Agreement with District School Board of Putnam County on Behalf of North East Florida Educational Consortium, Effective July 1, 2022 - June 30, 2023.       | Sherrie Raulerson (259-0401) |
|  | A. 14. | Approval of Attachment #23-020-A43 (Human Resource Management Network) to the Main Agreement with District School Board of Putnam County on Behalf of North East Florida Educational Consortium, Effective July 1, 2022 - June 30, 2023. | Sherrie Raulerson (259-0401) |
|  | A. 15. | Approval of Attachment #23-020-A45 (Document Archiving Program) to the Main Agreement with District School Board of Putnam County on Behalf of North East Florida Educational Consortium, Effective July 1, 2022 - June 30, 2023.        | Sherrie Raulerson (259-0401) |
|  | A. 16. | Approval of the NEFEC Contract Attachment #23-020-A47 to Provide Virtual Instruction Program (VIP) Services, Effective July 1, 2022 - June 30, 2023.   | Sherrie Raulerson (259-0401) |
|  | B.     | Approval of Removed Routine Items.   | N/A                          |
|  | C.     | Approval of the Change Order to Increase the Contract Amount for the New Chiller / Replacement Project at Baker County High School by \$49,928.00 for a New Contract Total of \$1,756,293.20.  | Denny Wells (259-5420)       |
|  | D.     | Approval to De-authorize and Dispose of Itemized Property on the District Office Property List. (Obsolete / Broken Beyond Repair Items Will be Disposed of When Possible.)   | Teri Ambrose (259-0418)      |
|  | E.     | Approval to De-authorize and Dispose of Itemized Property on the District Office Property List. (Obsolete / Broken Beyond Repair Items Will be Disposed of When Possible.)   | Tonya Tarte (259-4330)       |
|  | F.     | Approval of Emergency Contract Agreement Between Power Buying Group and Purchase Smaart for Mainline Food Items for July 1, 2022 - June 30, 2023.  | Tonya Tarte (259-4330)       |
|  | G.     | Approval to Renew Formal Quotation for Pest Control Services No. 2021-001 with Florida Pest Control Services, Effective July 1, 2022 - June 30, 2023. (Pricing, Terms, and Conditions are the Same as Original Bid)                      | Tonya Tarte (259-4330)       |
|  | H.     | Approval to Award Bid No. 2022-002 (Transportation Fuel and Unleaded Gasoline) to RH Davis Oil Co, Inc. Effective July 1, 2022 - June 30, 2023.  | Tonya Tarte (259-4330)       |

|            |  |  |                            |
|------------|--|--|----------------------------|
|            | <b>I.</b>  | <b>Approval of the School District Administrative Claiming Letter of Agreement with the Agency for Healthcare Administration Effective July 1, 2022 - June 30, 2027.</b> | Teri Ambrose<br>(259-0418) |
| <b>IX.</b> | <b>CITIZEN INPUT</b> <i>(A Citizen Input form must be completed and submitted to the Board Secretary PRIOR to the beginning of the meeting if you wish to address the Board. You will be called on by the Chairman at the appropriate time. Presentations/comments are limited to ten (10) minutes.)</i> |  |                            |
| <b>X.</b>  | <b>INFORMATION AND ANNOUNCEMENTS</b>   |  |                            |
| <b>XI.</b> | <b>ADJOURN</b>   |  |                            |

### **NOTICE**

*Any person who desires to appeal any decision made by the School Board with respect to any matter considered at the above mentioned meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which an appeal may be based.*

### **PERSONNEL ITEMS LIST FOR APPROVAL ON JUNE 20, 2022**

| <b>RESIGNATION LIST FOR APPROVAL ON JUNE 20, 2022</b> |                   |           |   |  |  |                        |
|---|-------------------|-----------|---|--|--|------------------------|
| <b>LAST NAME</b>                                      | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b>   | <b>POSITION</b>                                  | <b>LOCATION</b>                          | <b>EFFECTIVE DATES</b> |
| Bartlett  | Brianna           |           |   | Teacher, Fourth Grade (197 Days)                 | Keller Intermediate School               | May 30, 2022           |
| Dykes   | Terry             |           |   | Nutrition Services Assistant (7 Hours, 191 Days) | Baker County Pre-K / Kindergarten Center | May 27, 2022           |
| Jackson   | Charles           |           | Retirement  | Teacher, Varying Exceptionalities (197 Days)     | Baker County Middle School               | May 30, 2022           |
| Phillips  | Cynthia Diane     |           | Previously on Leave of Absence (March 07, 2022 - May 30, 2022)    | Messenger, Food Service (240 Days)               | District Office                          | March 7, 2022          |
| St. John  | Sonja             |           | Previously on Leave of Absence (November 15, 2021 - May 30, 2022) | Teacher, Kindergarten (197 Days)                 | Baker County Pre-K / Kindergarten Center | November 12, 2021      |

| <b>EMPLOYMENT LIST FOR APPROVAL ON JUNE 20, 2022</b> |                   |           |   |                                  |                            |                        |
|--|-------------------|-----------|---|----------------------------------|----------------------------|------------------------|
| <b>LAST NAME</b>                                     | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b>   | <b>POSITION</b>                  | <b>LOCATION</b>            | <b>EFFECTIVE DATES</b> |
| Bowen  | Brianna           |           | Transfer from Teacher, Kindergarten (197 Days) at Baker County Pre-K / Kindergarten Center / Replacing Jena Bennett | Teacher, Fourth Grade (197 Days) | Keller Intermediate School | August 2, 2022         |

| EMPLOYMENT LIST FOR APPROVAL ON JUNE 20, 2022 |               |    |  |   |  |                 |
|---|---------------|----|--|---|--|-----------------|
| LAST NAME                                     | FIRST NAME    | MI | SPECIAL NOTE   | POSITION  | LOCATION                                 | EFFECTIVE DATES |
| Crummey                                       | Jennifer      |    | Transfer from Teacher, Physical Education (197 Days) at Keller Intermediate School / Replacing Melissa Long                              | Teacher, Science M/J (197 Days)                       | Baker County Middle School               | August 2, 2022  |
| Gibson  | Latrelle      |    | Transfer from Teacher, Second Grade (197 Days) at Macclenny Elementary School / Replacing Jennifer Crummey                               | Teacher, Physical Education (197 Days)                | Keller Intermediate School               | August 2, 2022  |
| Hollingsworth                                 | Lacey         |    | Transfer from Teacher, Kindergarten (197 Days) at Baker County Pre-K / Kindergarten Center / Replacing Kathy Adams                       | Teacher, Second Grade (197 Days)                      | Macclenny Elementary School              | August 2, 2022  |
| Hood  | Kimberly      |    | Initial Employment / New Unit  | Paraprofessional, Kindergarten (187 Days)             | Baker County Pre-K / Kindergarten Center | August 9, 2022  |
| Kazmierczak                                   | Jana          |    | Transfer from Teacher, Fifth Grade (197 Days) at Keller Intermediate School / Replacing McKenzie Harrison                                | Teacher, Sixth Grade Math (197 Days)                  | Baker County Middle School               | August 2, 2022  |
| McGee   | Ryan          |    | Transfer from Teacher, Fifth Grade (197 Days) at Keller Intermediate School / Replacing Sarah Swallows-Carney                            | Teacher, Language Arts M/J (197 Days)                 | Baker County Middle School               | August 2, 2022  |
| Mosley  | Pamela Taffie |    | Transfer Within the Same School Site from Teacher, Language Arts (197 Days) / Replacing Steve Carney                                     | Teacher, Mathematics (197 Days)                       | Baker County High School                 | August 2, 2022  |
| Smith   | Lacy          |    | Transfer Within the Same School Site from Teacher, Sixth Grade Science (197 Days) / Replacing Baleigh Thomas / No Vacancy Swap           | Teacher, Sixth Grade English Language Arts (197 Days) | Baker County Middle School               | August 2, 2022  |
| Smith   | Whitney       |    | Initial Employment / Replacing Tyler Lokey   | Teacher, Language Arts (197 Days)                     | Baker County High School                 | August 2, 2022  |
| Snellgrove                                    | Amanda        |    | Transfer from Teacher, Fourth Grade (197 Days) at Keller Intermediate School / New Unit  | Teacher, Third Grade (197 Days)                       | Westside Elementary School               | August 2, 2022  |
| Thomas  | Baleigh       |    | Transfer Within the Same School Site from Teacher, Sixth Grade English Language Arts (197 Days) / Replacing Lacy Smith / No Vacancy Swap | Teacher, Sixth Grade Science (197 Days)               | Baker County Middle School               | August 2, 2022  |

| REAPPOINTMENT LIST FOR APPROVAL ON JUNE 20, 2022 |            |    |   |  |   |           |
|--|------------|----|---|--|---|-----------|
| LAST NAME  | FIRST NAME | MI | POSITION                                      | LOCATION                                 | CONTRACT STATUS                                   | EFFECTIVE |
| Arnold   | Claudia    |    | Paraprofessional, ESE Ages 3-5 (187 Days)     | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Brim   | Haley      |    | Paraprofessional, Pre-Kindergarten (187 Days) | Baker County Pre-K / Kindergarten Center | Year to Year Continuous Employee                  | 2022-2023 |
| Craven   | Morgan     |    | Career Specialist (197 Days)                  | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Davis  | Brookelyn  |    | Paraprofessional, Kindergarten (187 Days)     | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Davis  | Kaitlynn   |    | Bookkeeper (216 Days)                         | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Dove   | Brianna    |    | Teacher, Pre-K CDA (197 Days)                 | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Dunbar   | Savannah   |    | Paraprofessional, Pre-Kindergarten (187 Days) | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Dunnington                                       | Amanda     |    | Teacher, Varying Exceptionalities (197 Days)  | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Hickox   | Heather    |    | Teacher on Special Assignment (197 Days)      | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Johns  | Elizabeth  |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Kennon   | Leann      |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Leino  | Tammy      |    | Teacher, Pre-K CDA (197 Days)                 | Baker County Pre-K / Kindergarten Center | Year to Year Continuous Employee                  | 2022-2023 |



| REAPPOINTMENT LIST FOR APPROVAL ON JUNE 20, 2022 |            |    |   |  |   |           |
|--|------------|----|---|--|---|-----------|
| LAST NAME  | FIRST NAME | MI | POSITION                                      | LOCATION                                 | CONTRACT STATUS                                   | EFFECTIVE |
| McDonald   | Emily      |    | Paraprofessional, Pre-Kindergarten (187 Days) | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Mobley   | Brandy     |    | Speech and Language Pathologist (197 Days)    | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Nash   | Rhonda     |    | Paraprofessional, Pre-Kindergarten (187 Days) | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Nelson   | Mekenzi    |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Nettles  | Lisa       |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Ray  | Sarah      |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Rhoden   | Julie      |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Rogers   | Kaley      |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Rowell   | Shawna     |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Stalnaker-Ugartechea                             | Julia      |    | Teacher, Kindergarten (197 Days)              | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Taylor   | Hagan      |    | Paraprofessional, Pre-Kindergarten (187 Days) | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Taylor   | Kelsey     |    | Paraprofessional, Pre-Kindergarten (187 Days) | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |

| REAPPOINTMENT LIST FOR APPROVAL ON JUNE 20, 2022 |            |    |   |  |   |           |
|--|------------|----|---|--|---|-----------|
| LAST NAME  | FIRST NAME | MI | POSITION  | LOCATION                                 | CONTRACT STATUS                                   | EFFECTIVE |
| Thigpen  | Kimber     |    | Teacher, Kindergarten (197 Days)  | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| VanSickle  | Brittnee   |    | Teacher, Kindergarten (197 Days)  | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Vickers  | Jacqueline |    | Teacher, Kindergarten (197 Days)  | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Wall   | Molly      |    | Teacher, Kindergarten (197 Days)  | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |
| Wells  | Heather    |    | Paraprofessional, Kindergarten (187 Days)<br>100% ESSER Grant Funded Through 09/30/2024 | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023 |

| EXTRA DUTY LIST FOR APPROVAL ON JUNE 20, 2022 |            |    |              |   |   |                               |
|---|------------|----|--------------|---|---|-------------------------------|
| LAST NAME                                     | FIRST NAME | MI | SPECIAL NOTE | DESCRIPTION   | AMOUNT  | EFFECTIVE DATES               |
| Barrett                                       | Ashley     |    |              | Summer of Success Career Teacher  | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Bowers  | Rhonda     |    |              | Summer of Success Bus Driver  | \$23.00 Per Hours / Maximum 75 Hours / Funding Source: Federal    | June 20, 2022 - July 19, 2022 |
| Chauncey                                      | Alicia     |    |              | Create Curriculum Maps and Calendars  | \$28.72 Per Hour / Maximum 25 Hours / Funding Source: Federal     | May 3, 2022 - June 30, 2022   |
| Clardy  | Cynthia    |    |              | Summer of Success Credit Recovery Teacher   | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Combs   | Tiffany    |    |              | Algebra I EOC Retakes Boot Camp   | Regular Hourly Rate / Maximum 15 Hours / Funding Source: General  | July 18, 2022 - July 20, 2022 |
| Crews   | Debra      |    |              | FAST Using Star Assessments Training for K-2  | \$24.53 Per Hour / Maximum 6 Hours / Funding Source: General      | July 20, 2022                 |
| Crews   | Heather    |    |              | Planning for Students 2022-23 School Year, Students Records Review, Student Class Schedules, Etc. | Regular Hourly Rate / Maximum 50 Hours / Funding Source: General  | May 31, 2022 - July 30, 2022  |
| Davis   | Kaitlynn   |    |              | Summer Bookkeeper Training  | Regular Hourly Rate / Maximum 40 Hours / Funding Source: General  | June 13, 2022 - June 30, 2022 |



| EXTRA DUTY LIST FOR APPROVAL ON JUNE 20, 2022 |            |    |              |   |   |                               |
|---|------------|----|--------------|---|---|-------------------------------|
| LAST NAME                                     | FIRST NAME | MI | SPECIAL NOTE | DESCRIPTION   | AMOUNT  | EFFECTIVE DATES               |
| Elledge                                       | Greta      |    |              | Planning for Students 2022-23 School Year, Students Records Review, Student Class Schedules, Etc. | Regular Hourly Rate / Maximum 50 Hours / Funding Source: General  | May 31, 2022 - July 30, 2022  |
| Gaskins                                       | Lauren     |    |              | PERT Testing  | Regular Hourly Rate / Maximum 10 Hours / Funding Source: General  | July 5, 2022                  |
| King  | Jennifer   |    |              | Summer of Success Paraprofessional  | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Lytle   | Fidel      |    |              | Summer of Success Bus Driver  | \$23.00 Per Hours / Maximum 75 Hours / Funding Source: Federal    | June 20, 2022 - July 19, 2022 |
| Moore   | Myles      |    |              | Summer of Success Credit Recovery Teacher   | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Pape  | Harold     |    |              | PERT Testing  | Regular Hourly Rate / Maximum 10 Hours / Funding Source: General  | July 5, 2022                  |
| Rowell  | Shawna     |    |              | Summer of Success Substitute Teacher  | Regular Hourly Rate / As Needed / Funding Source: Federal         | June 20, 2022 - July 19, 2022 |
| Taylor  | Kim        |    |              | Planning for Students 2022-23 School Year, Students Records Review, Student Class Schedules, Etc. | Regular Hourly Rate / Maximum 50 Hours / Funding Source: General  | May 31, 2022 - July 30, 2022  |
| Thornton                                      | Nancy      |    |              | FAST Using Star Assessments Training for K-2  | \$24.53 Per Hour / Maximum 6 Hours / Funding Source: General      | July 20, 2022                 |
| Vickers                                       | Jacqueline |    |              | Summer of Success Substitute Teacher  | Regular Hourly Rate / As Needed / Funding Source: Federal         | June 20, 2022 - July 19, 2022 |

| SUPPLEMENT LIST FOR APPROVAL ON JUNE 20, 2022 |            |              |                             |                       |                     |                 |
|---|------------|--------------|-----------------------------|-----------------------|---------------------|-----------------|
| LAST NAME                                     | FIRST NAME | SPECIAL NOTE | LOCATION                    | DESCRIPTION           | AMOUNT              | EFFECTIVE DATES |
| Barton  | Pamela     |              | Westside Elementary School  | Custodian Coordinator | Board Approved Rate | 2022-2023       |
| Bishop  | Kinita     |              | Macclenny Elementary School | Bus Duty              | Board Approved Rate | 2022-2023       |
| Butcher                                       | Kristy     |              | Baker County Middle School  | Custodian Coordinator | Board Approved Rate | 2022-2023       |
| Crews   | Jamie      |              | Macclenny Elementary School | Paraprofessional, ESE | Board Approved Rate | 2022-2023       |

| SUPPLEMENT LIST FOR APPROVAL ON JUNE 20, 2022 |            |                              |                             |                                   |                              |                 |
|---|------------|------------------------------|-----------------------------|-----------------------------------|------------------------------|-----------------|
| LAST NAME                                     | FIRST NAME | SPECIAL NOTE                 | LOCATION                    | DESCRIPTION                       | AMOUNT                       | EFFECTIVE DATES |
| Crews   | Rebecca    |                              | Macclenny Elementary School | Chairperson, Third Grade          | Board Approved Rate          | 2022-2023       |
| Davis   | Jessalyn   | Shared with Jennifer Holme   | Macclenny Elementary School | Computer Network Manager          | Board Approved Rate - Shared | 2022-2023       |
| Derby   | Deborah    |                              | Baker County High School    | Custodian Coordinator             | Board Approved Rate          | 2022-2023       |
| Dorman  | Deborah    | Shared with Sandra Goodwin   | Macclenny Elementary School | Sponsor, Yearbook                 | Board Approved Rate - Shared | 2022-2023       |
| Dorman  | Deborah    |                              | Macclenny Elementary School | Sponsor, Just Say No Club         | Board Approved Rate          | 2022-2023       |
| Dorman  | Deborah    |                              | Macclenny Elementary School | Bus Duty                          | Board Approved Rate          | 2022-2023       |
| Eiserman                                      | Melissa    | Shared with Margie Hill      | Macclenny Elementary School | Sponsor, STEM Robotics Club       | Board Approved Rate - Shared | 2022-2023       |
| Givens  | Shawntile  |                              | Macclenny Elementary School | Custodian Coordinator             | Board Approved Rate          | 2022-2023       |
| Godwin  | Mallory    |                              | Macclenny Elementary School | Paraprofessional, ESE             | Board Approved Rate          | 2022-2023       |
| Goodwin                                       | Sandra     |                              | Macclenny Elementary School | Bus Duty                          | Board Approved Rate          | 2022-2023       |
| Goodwin                                       | Sandra     | Shared with Debbie Dorman    | Macclenny Elementary School | Sponsor, Yearbook                 | Board Approved Rate - Shared | 2022-2023       |
| Hartley                                       | Ronda      |                              | Macclenny Elementary School | Chairperson, Resource             | Board Approved Rate          | 2022-2023       |
| Hartley                                       | Ronda      | Shared with Nancy Thornton   | Macclenny Elementary School | Enrichment, Drama / TV Production | Board Approved Rate - Shared | 2022-2023       |
| Harvey  | Tammie     |                              | Macclenny Elementary School | Chairperson, Second Grade         | Board Approved Rate          | 2022-2023       |
| Henderson                                     | Sherri     |                              | Macclenny Elementary School | Teacher, ESE                      | Board Approved Rate          | 2022-2023       |
| Hill  | Margie     | Shared with Melissa Eiserman | Macclenny Elementary School | Sponsor, STEM Robotics Club       | Board Approved Rate - Shared | 2022-2023       |

| SUPPLEMENT LIST FOR APPROVAL ON JUNE 20, 2022 |            |  |  |  |                              |                   |
|---|------------|--|--|--|------------------------------|-------------------|
| LAST NAME                                     | FIRST NAME | SPECIAL NOTE                                     | LOCATION   | DESCRIPTION                                    | AMOUNT                       | EFFECTIVE DATES   |
| Hodges  | Felicia    |  | Macclenny Elementary School                      | Paraprofessional, ESE                          | Board Approved Rate          | 2022-2023         |
| Holme   | Jennifer   | Shared with Jessi Davis                          | Macclenny Elementary School                      | Computer Network Manager                       | Board Approved Rate - Shared | 2022-2023         |
| Holme   | Jennifer   |  | Macclenny Elementary School                      | Bus Duty                                       | Board Approved Rate          | 2022-2023         |
| Horne   | Ridge      |  | Macclenny Elementary School                      | School Wellness Coordinator                    | Board Approved Rate          | 2022-2023         |
| Hunt  | Kathryn    |  | Macclenny Elementary School                      | National Board Certification                   | Board Approved Rate          | 2022-2023         |
| Hunt  | Kathryn    |  | Macclenny Elementary School                      | Teacher, ESE                                   | Board Approved Rate          | 2022-2023         |
| Hunt  | Kathryn    |  | Macclenny Elementary School                      | Bus Duty                                       | Board Approved Rate          | 2022-2023         |
| Johnson                                       | Hannah     |  | Baker County Pre-K / Kindergarten Center         | Custodian Coordinator                          | Board Approved Rate          | 2022-2023         |
| Kosakowski                                    | Tara       | RESCIND Previously Approved on September 7, 2021 | RESCIND Baker County Pre-K / Kindergarten Center | RESCIND Enrichment, Full STEAM Ahead Kids Club | RESCIND Board Approved Rate  | RESCIND 2021-2022 |
| Lokey   | Tyler      |  | Baker County High School                         | Gate Duty                                      | Board Approved Rate          | 2021-2022         |
| McCart  | Maggie     |  | Macclenny Elementary School                      | Chairperson, First Grade                       | Board Approved Rate          | 2022-2023         |
| Stafford                                      | Rhonda     |  | Macclenny Elementary School                      | Director of Guidance                           | Board Approved Rate          | 2022-2023         |
| Sullivan                                      | Kimberly   |  | Macclenny Elementary School                      | National Board Certification                   | Board Approved Rate          | 2022-2023         |
| Thacker                                       | Myriah     |  | Macclenny Elementary School                      | Bus Duty                                       | Board Approved Rate          | 2022-2023         |
| Thornton                                      | Nancy      | Shared with Rhonda Hartley                       | Macclenny Elementary School                      | Enrichment, Drama / TV Production              | Board Approved Rate - Shared | 2022-2023         |

| SUPPLEMENT LIST FOR APPROVAL ON JUNE 20, 2022 |            |              |                             |                       |                     |                 |
|---|------------|--------------|-----------------------------|-----------------------|---------------------|-----------------|
| LAST NAME                                     | FIRST NAME | SPECIAL NOTE | LOCATION                    | DESCRIPTION           | AMOUNT              | EFFECTIVE DATES |
| Williams                                      | Kimberly   |              | Macclenny Elementary School | Paraprofessional, ESE | Board Approved Rate | 2022-2023       |
| Williams Sr.                                  | Gregory    |              | Keller Intermediate School  | Custodian Coordinator | Board Approved Rate | 2022-2023       |

| STIPEND LIST FOR APPROVAL ON JUNE 20, 2022 |            |    |   |  |              |
|--|------------|----|---|--|--------------|
| LAST NAME                                  | FIRST NAME | MI | ASSIGNMENT  | AMOUNT                                       | EFFECTIVE    |
| Gainey                                     | Krystal    |    | Addition of Out of Field Subject Area to Certificate (Agriculture 6-12) | \$225.00 Flat Rate / Funding Source: Federal | May 23, 2022 |

| LEAVE LIST FOR APPROVAL ON JUNE 20, 2022 |            |    |           |  |                               |
|--|------------|----|-----------|--|-------------------------------|
| LAST NAME                                | FIRST NAME | MI | # OF DAYS | TYPE OF LEAVE                                    | EFFECTIVE DATES               |
| Cushman                                  | Alice      |    | 187 Days  | Personal Leave Without Pay - Personal / Extended | August 9, 2022 - May 25, 2023 |
| Lee                                      | Michelle   |    | 10 Days   | Personal Leave Without Pay - Medical             | May 12, 2022 - May 25, 2022   |
| Lee                                      | Michelle   |    | 9.5 Days  | Personal Leave Without Pay - Medical             | May 26, 2022 - June 8, 2022   |
| Sarafin                                  | Rachael    |    | 197 Days  | Personal Leave Without Pay - Personal / Extended | August 2, 2022 - May 30, 2023 |

| SUBSTITUTE LIST FOR APPROVAL ON JUNE 20, 2022 |            |    |  |                     |                 |
|---|------------|----|--|---------------------|-----------------|
| LAST NAME                                     | FIRST NAME | MI | DESCRIPTION  | AMOUNT              | EFFECTIVE DATES |
| Bailey  | Sharlie    |    | Substitute in all areas pending completion of necessary requirements except Substitute Teacher | Board Approved Rate | June 1, 2022    |
| Bailey  | Sharlie    |    | Substitute in all areas pending completion of necessary requirements except Substitute Teacher | Board Approved Rate | July 1, 2022    |
| Jones   | Jamon      |    | Substitute in all areas pending completion of necessary requirements except Substitute Teacher | Board Approved Rate | May 27, 2022    |
| Paige   | Annette    |    | Substitute in all areas pending completion of necessary requirements except Substitute Teacher | Board Approved Rate | June 1, 2022    |

| <b>MINUTES</b><br><b>EXECUTIVE SESSION</b><br><b>(Closed to the Public)</b><br><b>Tuesday, May 31, 2022 – 1:00 p.m.</b><br><b>District School Board Room (270 South Boulevard East, Macclenny, Florida)</b>  |   |
|--|---|
| <b>SUPPLEMENTAL MINUTE BOOK #50 PAGE #19</b>   |   |
| <p>➤ <b>Closed Executive Session to Discuss Negotiations</b></p>   |   |
| <p>The Baker County School Board met on Tuesday, May 31, 2022, in a closed meeting at the District School Board Room. The purpose of the meeting was to have a closed Executive Session to discuss negotiations with the Baker County Education Support Professionals Association and the Baker County Education Association with the School Board. The following Board Members were present to wit: Chairperson Paula T. Barton, Vice-Chairperson Tiffany McInarnay, Richard “Dean” Griffis, Charlie M. Burnett III, and Amanda Hodges. Superintendent Sherrie Raulerson and School Board Attorney John W. Caven, Jr. were both in attendance for the executive session. No official action was taken during the session.</p> |   |
|  |   |
| <b>Paula T. Barton, Board Chairperson</b>  | <b>Sherrie Raulerson, Superintendent of Schools</b> |

| <b>MINUTES<br/>EXPULSION HEARING<br/>(Closed to the Public)<br/>Monday, June 6, 2022 – 1:30 p.m.<br/>District School Board Room (270 South Boulevard East, Macclenny, Florida)</b>   |                  |   |                        |                                     |
|--|------------------|---|------------------------|-------------------------------------|
| <b>SUPPLEMENTAL MINUTE BOOK #50 PAGE #20</b>   |                  |   |                        |                                     |
| <b>Date</b>  | <b>TIME</b>      | <b>TYPE</b>   | <b>CASE #</b>          | <b>SCHOOL</b>                       |
| <b>06/06/2022</b>  | <b>1:30 P.M.</b> | <b>EXPULSION<br/>HEARING</b>                        | <b>060620221300751</b> | <b>BAKER COUNTY<br/>HIGH SCHOOL</b> |
| <p>The Baker County School Board met on Monday, June 6, 2022, at 1:30 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of this meeting was to hold a closed expulsion hearing on Baker County High School student case #060620221300751. The following Board Members were present to wit: Chairperson Paula T. Barton, Vice-Chairperson Tiffany McNarnay, Richard “Dean” Griffis, Charlie M. (Artie) Burnett, III, and Amanda Hodges. Superintendent Sherrie Raulerson was present for the hearing, however, School Board Attorney John W. Caven, Jr. was not present at the closed hearing. The student nor a representative for the student were present at the closed hearing.</p> <p>Chairperson Barton called the closed expulsion hearing to order on Baker County High School student case #060620221300751 and then turned the proceedings over to Superintendent Raulerson. After hearing the evidence and testimonies presented, Superintendent Raulerson made the recommendation to expel Baker County High School student case #060620221300751 from the Baker County Public Schools for the remainder of the 2021-2022 school year and the first semester of the 2022-2023 school year, which also includes the Adult Education Program, as well as, all school sponsored activities. The recommendation includes that Baker County High School student case #060620221300751 is not eligible for the early re-entry program. Upon returning to the Baker County Public Schools, Baker County High School student case #060620221300751 must re-enter through the Baker County CATS Academy alternative school setting for a minimum of forty-five (45) days. As recommended by Superintendent Raulerson, Dean Griffis made a motion to approve, seconded by Tiffany McNarnay. The motion carried 5-0.</p> |                  |   |                        |                                     |
|  |                  |   |                        |                                     |
| <b>Paula T. Barton, Board Chairperson</b>  |                  | <b>Sherrie Raulerson, Superintendent of Schools</b> |                        |                                     |



| <b>MINUTES<br/>EXPULSION HEARING<br/>(Closed to the Public)<br/>Monday, June 6, 2022 – 2:15 p.m.<br/>District School Board Room (270 South Boulevard East, Macclenny, Florida)</b>   |                  |   |                        |                                       |
|--|------------------|---|------------------------|---------------------------------------|
| <b>SUPPLEMENTAL MINUTE BOOK #50 PAGE #20</b>   |                  |   |                        |                                       |
| <b>Date</b>  | <b>TIME</b>      | <b>TYPE</b>   | <b>CASE #</b>          | <b>SCHOOL</b>                         |
| <b>06/06/2022</b>  | <b>2:15 P.M.</b> | <b>EXPULSION<br/>HEARING</b>                        | <b>060620222150630</b> | <b>BAKER COUNTY<br/>MIDDLE SCHOOL</b> |
| <p>The Baker County School Board met on Monday, June 6, 2022, at 2:15 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of this meeting was to hold a closed expulsion hearing on Baker County Middle School student case #060620222150630. The following Board Members were present to wit: Chairperson Paula T. Barton, Vice-Chairperson Tiffany McInarnay, Richard “Dean” Griffis, Charlie M. (Artie) Burnett, III, and Amanda Hodges. Superintendent Sherrie Raulerson was present for the hearing, however, School Board Attorney John W. Caven, Jr. was not present at the closed hearing. The student nor a representative for the student were present at the closed hearing.</p> <p>Chairperson Barton called the closed expulsion hearing to order on Baker County Middle School student case #060620222150630 and then turned the proceedings over to Superintendent Raulerson. After hearing the evidence and testimonies presented, Superintendent Raulerson made the recommendation to expel Baker County Middle School student case #060620222150630 from the Baker County Public Schools for the remainder of the 2021-2022 school year and the first semester of the 2022-2023 school year, which also includes the Adult Education Program, as well as, all school sponsored activities. The recommendation includes that Baker County Middle School student case #060620222150630 is not eligible for the early re-entry program. Upon returning to the Baker County Public Schools, Baker County Middle School student case #060620222150630 must re-enter through the Baker County CATS Academy alternative school setting for a minimum of forty-five (45) days. As recommended by Superintendent Raulerson, Dean Griffis made a motion to approve, seconded by Artie Burnett. The motion carried 5-0.</p> |                  |   |                        |                                       |
|  |                  |   |                        |                                       |
| <b>Paula T. Barton, Board Chairperson</b>  |                  | <b>Sherrie Raulerson, Superintendent of Schools</b> |                        |                                       |

**MINUTES  
SCHOOL BOARD MEETING  
(Open to the Public)  
Monday, June 6, 2022- 3:00 p.m.  
District School Board Room (270 South Boulevard East, Macclenny, Florida)**

**SUPPLEMENTAL MINUTE BOOK #50 PAGE #20**

The Baker County School Board met on Monday, June 6, 2022, at 3:00 p.m. in the District School Board Room located at 270 South Boulevard East, Macclenny, Florida. The purpose of this meeting was to hold the regularly scheduled Board meeting. Chairperson Paula T. Barton announced that Thomas Hill was going to give the invocation followed by the Pledge of Allegiance led by Allen Murphy.

**CALL TO ORDER – 3:00 P.M.**

Chairperson Barton called the meeting of the Baker County School Board to order and asked for a roll call of members. The following Board Members were present to wit: Chairperson Paula T. Barton, Vice-Chairperson Tiffany McInarnay, Richard “Dean” Griffis, Charlie M. Burnett, III (Artie), and Amanda Hodges. Superintendent Sherrie Raulerson was present at this meeting. School Board Attorney John W. Caven, Jr. was not present for the meeting.

**PUBLIC HEARINGS – 3:00 P.M. (if any)**

There were no public hearings at this meeting.

**RECOGNITIONS / PRESENTATIONS**

- **Recognize Retiree Marian Magnan**  
(Hire Date: July 14, 2005 ; Retire Date: April 11, 2022)

Ms. Magnan was not present for the meeting.

- **Recognize Retiree Pamela Smith**  
(August 19, 1991 - August 5, 1999 & Hire Date: August 2, 2018 ; Retire Date: May 30, 2022)

Ms. Smith was not present for the meeting.

- **Recognize Retiree Debra Graves**  
(January 2, 1996 - March 10, 2000 & Hire Date: July 20, 2016 ; Retire Date: April 1, 2022)

Superintendent Raulerson presented retiree Debra Graves with a restaurant gift card for her years of service to our district.

- **Recognize Retiree Gwendolyn Moment**  
(Hire Date: May 2, 2007 ; Retire Date: May 30, 2022)

Superintendent Raulerson presented retiree Gwendolyn Moment with a restaurant gift card for her years of service to our district.

### APPROVAL TO CORRECT AND/OR ADD ITEMS TO THE FINAL AGENDA

- **A.1. Personnel Items, Reappointment List: Approval to Change the Reappointment Form for Myriah Thacker from Third Grade to Second Grade**
- **Item A.12.: Approval to Correct the Extended Day Enrichment Program Fees and Payment Schedule Year from 2022-2022 to 2022-2023**

Chairperson Barton read the above noted recommended revision to the agenda and entertained a motion from the Board. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Amanda Hodges. The motion carried 5-0.

### REMOVAL OF ROUTINE ITEMS

Chairperson Barton asked if any Board member wished to remove a routine item for separate consideration. Hearing none, she continued with the items for action.

### APPROVAL OF ITEMS FOR ACTION

|  | A. | Approval of Routine Items  | CONTACT                      |
|--|----|--|------------------------------|
|  | A. | 1. Approval of the Personnel Items List for Approval on June 6, 2022.  | Sherrie Raulerson (259-0401) |
|  | A. | 2. Approval to Amend the Hourly Rate for Summer of Success Bus Driver Extra Duty Board Forms Previously Approved on May 16, 2022, from Regular Hourly Rate to \$23.00 Per Hour as Outlined in the ARP/ESSER III Grant. (Itemized Driver List Attached) | Teri Ambrose (259-0418)      |
|  | A. | 3. Approval of the Minutes of the May 16, 2022, Expulsion Hearings and School Board Meeting.   | Sherrie Raulerson (259-0401) |
|  | A. | 4. Approval of the April 2022 District Property Inventory.   | Denny Wells (259-5420)       |
|  | A. | 5. Approval of the 2022-2023 Grant Proposal for Corrections Education in the Amount of \$85,043.00. Continuation / Federal / No Matching   | Carrie Dopson (259-0408)     |
|  | A. | 6. Approval of 2022-2023 Grant Proposal for Career Dual Enrollment Pathways Expansion (CTE Dual Enrollment) - CRRSA ESSER II in the Amount of \$220,630.00. New / Federal / No Matching  | Carrie Dopson (259-0408)     |
|  | A. | 7. Approval of the 2022-2023 Grant Proposal for Adult General Education in the Amount of \$88,991.00. Continuation / Federal / No Matching   | Carrie Dopson (259-0408)     |
|  | A. | 8. Approval of the 2022-2023 Grant Proposal for Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Secondary, Section 131 Entitlement in the Amount of \$59,352.00. Continuation / Federal / No Matching                | Carrie Dopson (259-0408)     |

|  |    |     |   |                                 |
|--|----|-----|---|---------------------------------|
|  | A. | 9.  | <b>Approval of the 2022-2023 Grant Proposal for Strengthening Career and Technical Education for the 21st Century Act (Perkins V) Rural Innovation Entitlement in the Amount of \$42,974.00. Continuation / Federal / No Matching</b> | Carrie Dopson<br>(259-0408)     |
|  | A. | 10. | <b>Approval to Renew Agreement with Invo HealthCare Associates, Inc. for Occupational Therapy Services, Effective July 1, 2022 - June 30, 2023.</b>   | Michael Green<br>(259-0444)     |
|  | A. | 11. | <b>Approval to Renew Agreement with Richard Healey, Physical Therapist, Effective August 1, 2022 - July 31, 2023. (No Changes from Previous Year.)</b>  | Michael Green<br>(259-0444)     |
|  | A. | 12. | <b>Approval of the 2022 - 2023 Extended Day Enrichment Program Fees and Payment Schedule.</b>   | Teri Ambrose<br>(259-0401)      |
|  | A. | 13. | <b>Approval of to Renew Agreement with Resolutions in Special Education, Inc. Effective July 1, 2022 - June 30, 2023. (No Changes from Previous Agreement.)</b>   | Michael Green<br>(259-0444)     |
|  | A. | 14. | <b>Approval to Renew Agreement with Amy Yoon, Audiologist, Effective July 1, 2022 - June 30, 2023. (No Changes from Previous Year.)</b>   | Michael Green<br>(259-0444)     |
|  | A. | 15. | <b>Approval of the Financial Reports for the Month Ending April 30, 2022.</b>   | Teri Ambrose<br>(259-0418)      |
|  | A. | 16. | <b>Approval of the Agreement with the Baker County Sheriff's Office for School Crossing Guards, Effective July 1, 2022 - June 30, 2023.</b>   | Sherrie Raulerson<br>(259-0401) |
|  | A. | 17. | <b>Approval of the Agreement with the Baker County Sheriff's Office for School Resource Officers at All Six School Sites Effective July 1, 2022 - June 30, 2023.</b>  | Sherrie Raulerson<br>(259-0401) |
|  | A. | 18. | <b>Approval of the Mobile Home Property Agreement with Ben Anderson, Effective July 1, 2022 - June 30, 2023.</b>  | Sherrie Raulerson<br>(259-0401) |
|  | A. | 19. | <b>Approval of the Mobile Home Property Agreement with Mike Hauge, Effective July 1, 2022 - June 30, 2023.</b>  | Sherrie Raulerson<br>(259-0401) |
|  | A. | 20. | <b>Approval of the Mobile Home Property Agreement with Michael Antonini, Effective July 1, 2022 - June 30, 2023.</b>  | Sherrie Raulerson<br>(259-0401) |
|  | A. | 21. | <b>Approval to Renew Family Service Center Interagency Agreement with Episcopal Children's Services Head Start, Effective July 1, 2022 - June 30, 2023. (Rate Change from Previous Year)</b>  | Tina Bradley<br>(259-0476)      |
|  | A. | 22. | <b>Approval of to Renew Agreement with Episcopal Children's Services, Inc. for the Head Start Program Facilities, Effective July 1, 2022 - June 30, 2023. (No Changes from Previous Year.)</b>  | Tina Bradley<br>(259-0476)      |
|  | A. | 23. | <b>Approval to Renew Family Service Center Interagency Agreement with Hubbard House, Inc., Effective July 1, 2022 - June 30, 2023. (Rate Increase from Previous Year.)</b>  | Tina Bradley<br>(259-0476)      |
|  |    |     | Chairperson Barton entertained a motion from the Board to approve the routine items. As recommended by Superintendent Raulerson, Tiffany McNarnay made a motion to approve, seconded by Dean Griffis. The motion carried 5-0.         |                                 |

|  |           |   |                             |
|--|-----------|---|-----------------------------|
|  | <b>B.</b> | <b>Approval of Removed Routine Items.</b>   | N/A                         |
|  |           | There were no removed routine items. Therefore, no action was taken on this agenda item.  |                             |
|  | <b>C.</b> | <b>Approval of the Baker County Education Foundation Audit for the Period Ending June 30, 2021.</b>   | Teri Ambrose<br>(259-0418)  |
|  |           | Chairperson Barton entertained a motion from the Board to approve this agenda item. As recommended by Superintendent Raulerson, Amanda Hodges made a motion to approve, seconded by Artie Burnett. The motion carried 5-0.    |                             |
|  | <b>D.</b> | <b>Approval to De-authorize and Dispose of Itemized Property on Baker County High School's CTE Property List. (Obsolete / Broken Beyond Repair Items Will be Disposed of When Possible.)</b>                                  | Carrie Dopson<br>(259-0408) |
|  |           | Chairperson Barton entertained a motion from the Board to approve this agenda item. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Tiffany McNarnay. The motion carried 5-0. |                             |
|  | <b>E.</b> | <b>Approval of the Agreement with Varsity Tutors.</b>   | Allen Murphy<br>(259-0429)  |
|  |           | Chairperson Barton entertained a motion from the Board to approve this agenda item. As recommended by Superintendent Raulerson, Dean Griffis made a motion to approve, seconded by Amanda Hodges. The motion carried 5-0.     |                             |
|  | <b>F.</b> | <b>Approval of the 2022-2023 Dual Enrollment Articulation Agreement with Florida Gateway College.</b>   | Carrie Dopson<br>(259-0408) |
|  |           | Chairperson Barton entertained a motion from the Board to approve this agenda item. As recommended by Superintendent Raulerson, Tiffany McNarnay made a motion to approve, seconded by Amanda Hodges. The motion carried 5-0. |                             |
|  | <b>G.</b> | <b>Approval of the Career Pathways Articulation Agreement with Florida Gateway College for the 2022-2023 Academic Year. (Allows High School Students to Earn College Credits via CTE Courses.)</b>                            | Carrie Dopson<br>(259-0408) |
|  |           | Chairperson Barton entertained a motion from the Board to approve this agenda item. As recommended by Superintendent Raulerson, Dean Griffis made a motion to approve, seconded by Tiffany McNarnay. The motion carried 5-0.  |                             |
|  | <b>H.</b> | <b>Approval to Remove and/or Destroy Old Metal Storage Building Behind Superintendent's Office.</b>   | Denny Wells<br>(259-5420)   |
|  |           | Chairperson Barton entertained a motion from the Board to approve this agenda item. As recommended by Superintendent Raulerson, Tiffany McNarnay made a motion to approve, seconded by Artie Burnett. The motion carried 5-0. |                             |
|  | <b>I.</b> | <b>Approval to Award Bid for Baker County Middle School Football Locker Room and Weight Room Renovations to Little &amp; Williams, Inc. in the Amount of \$127,737.00 for Base Bid and \$1,000.00 for Alternate 1.</b>        | Denny Wells<br>(259-5420)   |
|  |           | Chairperson Barton entertained a motion from the Board to approve this agenda item. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Amanda Hodges. The motion carried 5-0.    |                             |

|  |           |   |                            |
|--|-----------|---|----------------------------|
|  | <b>J.</b> | <b>Approval of Revised Job Descriptions: 95.01 (Transportation Parts / Inventory Clerk, Mechanic)</b>   | Robin Mobley<br>(259-0427) |
|  |           | Chairperson Barton entertained a motion from the Board to approve this agenda item. As recommended by Superintendent Raulerson, Tiffany McInarnay made a motion to approve, seconded by Dean Griffis. The motion carried 5-0. |                            |

### CITIZEN INPUT

No individual in the audience addressed the Board with citizen concerns at this meeting.

### INFORMATION AND ANNOUNCEMENTS

- Superintendent Raulerson noted that Legacy Elementary School is coming along. Drywall is going in – it's going to be beautiful!

### NOTICE

*Any person who desires to appeal any decision made by the School Board with respect to any matter considered at the above mentioned meeting will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which an appeal may be based.*

### PERSONNEL ITEMS LIST FOR APPROVAL ON JUNE 6, 2022

| RESIGNATION LIST FOR APPROVAL ON JUNE 6, 2022 |            |    |              |  |  |                 |
|---|------------|----|--------------|--|--|-----------------|
| LAST NAME                                     | FIRST NAME | MI | SPECIAL NOTE | POSITION   | LOCATION                                 | EFFECTIVE DATES |
| Adams   | Walter     |    |              | Bus Driver (186 Days)                            | Transportation                           | May 25, 2022    |
| Anderson                                      | James      |    | Retirement   | Bus Mechanic (261 Days)                          | Transportation                           | August 31, 2022 |
| Belleville                                    | Barbara    |    | Retirement   | Paraprofessional, ESE Ages 6-21 (216 Days)       | Baker County Middle School               | May 25, 2022    |
| Canaday                                       | Brock      |    |              | Teacher, Physical Education (197 Days)           | Baker County High School                 | May 30, 2022    |
| Harrison                                      | Michael    |    |              | Teacher, Fifth Grade (197 Days)                  | Keller Intermediate School               | May 30, 2022    |
| Hunt  | Deborah    |    | Retirement   | School Bookkeeper (216 Days)                     | Baker County Pre-K / Kindergarten Center | May 20, 2022    |
| Kirkland                                      | Kenneth    |    |              | IS Systems Support Technician (240 Days)         | District Office                          | June 28, 2022   |
| Lazenby                                       | Kristina   |    |              | Teacher, Kindergarten (197 Days)                 | Baker County Pre-K / Kindergarten Center | July 19, 2022   |
| Lokey   | Tyler      |    |              | Teacher, Language Arts (197 Days)                | Baker County High School                 | May 30, 2022    |
| Moore   | Elouise    |    | Retirement   | Library / Media Aide (206 Days)                  | Baker County Pre-K / Kindergarten Center | July 31, 2022   |
| Scott   | Donna      |    | Retirement   | Nutrition Services Assistant (186 Days, 3 Hours) | Baker County Middle School               | May 25, 2022    |



| EMPLOYMENT LIST FOR APPROVAL ON JUNE 6, 2022 |            |    |  |  |  |                 |
|--|------------|----|--|--|--|-----------------|
| LAST NAME                                    | FIRST NAME | MI | SPECIAL NOTE   | POSITION                                       | LOCATION                                 | EFFECTIVE DATES |
| Crews  | Collin     |    | Initial Employment / Replacing Aaron Crews Orender   | Teacher, Science (197 Days)                    | Baker County High School                 | August 2, 2022  |
| Davis  | Kaitlynn   |    | Promotion / Transfer Within the Same School Site from School Secretary (216 Days) / Replacing Deborah Hunt   | School Bookkeeper (216 Days)                   | Baker County Pre-K / Kindergarten Center | May 23, 2022    |
| Gaskins                                      | Lauren     |    | Initial Employment / Replacing Herself   | Teacher, Mathematics (197 Days)                | Baker County High School                 | August 2, 2022  |
| Hand   | Peggy      |    | Transfer Within the Same Site from Teacher, Intellectual Disabilities (197 Days) / New Unit (100% ESSER Grant Funded / Program Period Ends 09/30/2024) | Graduation Coach (197 Days)                    | Baker County High School                 | August 2, 2022  |
| Harrison                                     | McKenzie   |    | Transfer Within the Same Site from Teacher, Sixth Grade Math (197 Days) / Replacing Jessica Odom   | Teacher, Sixth Grade Science (197 Days)        | Baker County Middle School               | August 2, 2022  |
| Keeling                                      | Autumn     |    | Transfer from Teacher, Language Arts (197 Days) at Baker County High School / Replacing Kristy Bailey  | School Librarian / Media Specialist (197 Days) | Westside Elementary School               | August 2, 2022  |
| Lewis  | Danyle     |    | Promotion / Transfer Within the Same School Site from Teacher, Intellectual Disabilities (197 Days) / New Unit   | Teacher on Special Assignment (197 Days)       | Baker County High School                 | August 2, 2022  |
| Long   | Melissa    |    | Transfer Within the Same School Site from Teacher, Science M/J (197 Days) / Replacing Carley Davis   | Teacher, Mathematics M/J (197 Days)            | Baker County Middle School               | August 2, 2022  |
| Manalo                                       | Lara       |    | Promotion / Transfer Within the Same Site from School Psychologist (197 Days) / Replacing George Manos   | School Psychologist (261 Days)                 | Student Services                         | August 1, 2022  |
| Rhoden                                       | Angela     |    | Promotion / Transfer from Teacher, M/J Classroom (197 Days) at Baker County Middle School / Replacing Denise Mann                                      | Teacher on Special Assignment (197 Days)       | Baker County High School                 | August 2, 2022  |
| Richard                                      | George     |    | Transfer from Teacher, Drop Out Prevention (197 Days) at Baker County High School CATS Academy / Replacing Carol Stoops                                | Teacher, Intellectual Disabilities (197 Days)  | Baker County High School                 | August 2, 2022  |
| Smith  | Lacy       |    | Initial Employment / Replacing Crystal Austin  | Teacher, Sixth Grade (197 Days)                | Baker County Middle School               | August 2, 2022  |
| Wheeler                                      | Stephanie  |    | Promotion / Transfer Within the Same School Site from Teacher, Business Tech Ed (197 Days) / Replacing Brynne Volner                                   | Career Specialist (197 Days)                   | Baker County High School                 | August 2, 2022  |

| <b>REAPPOINTMENT LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |   |                             |   |                  |
|--|-------------------|-----------|---|-----------------------------|---|------------------|
| <b>LAST NAME</b>                                       | <b>FIRST NAME</b> | <b>MI</b> | <b>POSITION</b>   | <b>LOCATION</b>             | <b>CONTRACT STATUS</b>                            | <b>EFFECTIVE</b> |
| Alford   | Kelly             |           | School Secretary (216 Days)                                 | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Allen  | Shelly            |           | Teacher, Second Grade (197 Days)                            | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Ambrose  | Mary Theresa      |           | Executive Director of Finance / Support Services (261 Days) | District Office             | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Anderson   | Naomi             |           | Vice-Principal (261 Days)                                   | Baker County Middle School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Andrews  | Nancy             |           | Teacher, Fifth Grade (197 Days)                             | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Anger  | Tracy             |           | Teacher, Title I (197 Days)                                 | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Badzinski  | Deborah           |           | Teacher, Fifth Grade (197 Days)                             | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Baker  | Jana              |           | Teacher, First Grade (197 Days)                             | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Baker  | Nancy             |           | Nutrition Services Assistant (191 Days, 7 Hours)            | Baker County Middle School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Barrett  | Ashley            |           | Teacher, Third Grade (197 Days)                             | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Bartlett   | Brianna           |           | Teacher, Fourth Grade (197 Days)                            | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Beck   | Jessica           |           | Teacher, Second Grade (197 Days)                            | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |

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|--|-------------------|-----------|--|--|---|------------------|
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| Bennett  | Jena              |           | Teacher, Fourth Grade (197 Days)   | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Blackshear   | Clayton           |           | Paraprofessional, Title I (187 Days)   | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Boatright  | Deanna            |           | Teacher, First Grade (197 Days)  | Westside Elementary School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Boyd   | Cynthia           |           | School Bookkeeper (216 Days)   | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Boyette  | Ashley            |           | Paraprofessional, Elementary (187 Days) 100% ESSER Grant Funded Through 09/30/2024 | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Bradley  | Tina              |           | Specialist / Manager Health Services (197 Days)                                    | Family Service Center                    | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Brantley   | Kaley             |           | Teacher, Second Grade (197 Days)   | Westside Elementary School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Buettgen   | Betsy             |           | Nutrition Services Manager (193 Days, 7.5 Hours)                                   | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Burnsed  | Amanda            |           | Teacher, First Grade (197 Days)  | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Cabral   | Crystal           |           | Teacher, Fourth Grade (197 Days)   | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Cannon   | Stephen           |           | Vice-Principal (261 Days)  | Baker County High School                 | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Chauncey   | Alicia            |           | Teacher, Fifth Grade (197 Days)  | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |

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| Christopher  | Heather           |           | Teacher, Fifth Grade (197 Days)                             | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Crawford   | John David        |           | Director of School Safety and Auxiliary Services (261 Days) | Maintenance                 | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Crawford   | Staci             |           | Teacher, Fifth Grade (197 Days)                             | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Crews  | Jamie             |           | Paraprofessional, ESE Ages 6-21 (187 Days)                  | Macclenny Elementary School | Year to Year Continuous Employee                  | 2022-2023        |
| Crews  | Katherine         |           | Library / Media Aide (197 Days)                             | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Crews  | Rebecca           |           | Teacher, Third Grade (197 Days)                             | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Crummey  | Kindall           |           | Career Specialist (197 Days)                                | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Davis  | Kristyn           |           | Teacher, Second Grade (197 Days)                            | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Dillingham   | Melanie           |           | Teacher, Third Grade (197 Days)                             | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Dopson   | Carrie            |           | Director of Career and Adult Education (261 Days)           | Career and Adult Education  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Driggers   | Melissa           |           | Teacher, First Grade (197 Days)                             | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Dugger   | Tabitha           |           | Teacher, Third Grade (197 Days)                             | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |

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| Dunnam   | Elizabeth         |           | Teacher, Varying Exceptionalities (197 Days)           | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Dykes  | Terry             |           | Nutrition Services Assistant (191 Days, 7 Hours)       | Baker County Pre-K / Kindergarten Center | Year to Year Continuous Employee                  | 2022-2023        |
| Eiserman   | Melissa           |           | Teacher, First Grade (197 Days)                        | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Ferguson   | Kathryn           |           | Teacher, Fourth Grade (197 Days)                       | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Fraser   | Deborah           |           | Principal (261 Days)                                   | Westside Elementary School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Gipson   | Mackenzie         |           | Paraprofessional, Elementary PE (187 Days)             | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Godwin   | Eugenia           |           | Nutrition Services Assistant (191 Days, 7 Hours)       | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Godwin   | Mallory           |           | Paraprofessional, ESE Ages 6-21 (187 Days)             | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Goodwin  | Sandra            |           | Teacher, Third Grade (197 Days)                        | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Green  | Lynn              |           | Principal (261 Days)                                   | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Green  | Michael           |           | Director of Exceptional Student Education (261 Days)   | Student Services                         | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Griffis  | Rachel            |           | Nutrition Services Secretary / Finance Aide (240 Days) | District Office                          | Annual Contract (Pending Availability of Funding) | 2022-2023        |

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| Gurganious   | Donna             |           | Assistant Principal (261 Days)                   | Baker County High School    | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Hall   | Whitney           |           | Assistant Principal (240 Days)                   | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Harris   | Jamie             |           | Nutrition Services Assistant (191 Days, 7 Hours) | Macclenny Elementary School | Year to Year Continuous Employee                  | 2022-2023        |
| Harris   | Norma             |           | Nutrition Services Manager (193 Days, 7.5 Hours) | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Harvey   | Hannah            |           | Teacher, First Grade (197 Days)                  | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Hatcher  | Tiffany           |           | Teacher, Fifth Grade (197 Days)                  | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Henderson  | Sherri            |           | Teacher, Varying Exceptionalities (197 Days)     | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Hill   | Thomas            |           | Principal (261 Days)                             | Baker County Middle School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Hodges   | Karlie            |           | Teacher, Fourth Grade (197 Days)                 | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Holme  | Jennifer          |           | Teacher, Third Grade (197 Days)                  | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Holmes   | Betty             |           | Nutrition Services Assistant (191 Days, 7 Hours) | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Horne  | Kelly             |           | Principal (261 Days)                             | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |



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| Horne  | Ridge             |           | Teacher, Physical Education (197 Days)           | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Howell   | Kymberli          |           | Paraprofessional, ESE Ages 6-21 (187 Days)       | Westside Elementary School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Jackson  | Angela            |           | Nutrition Services Manager (193 Days, 7.5 Hours) | Baker County Middle School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Jacobs   | Johnnie           |           | Principal (261 Days)                             | Baker County High School                 | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Jones  | Bonnie            |           | Principal (261 Days)                             | Baker County Pre-K / Kindergarten Center | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Kazmierczak  | Jana              |           | Teacher, Fifth Grade (197 Days)                  | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Lee  | Toree             |           | Teacher, First Grade (197 Days)                  | Westside Elementary School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Linville   | Lori              |           | Teacher, Fourth Grade (197 Days)                 | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Long   | Shirley           |           | Nutrition Services Manager (193 Days, 7.5 Hours) | Macclenny Elementary School              | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Mallard  | Karen             |           | Teacher, First Grade (197 Days)                  | Westside Elementary School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Marsh  | Chelsea           |           | Teacher, First Grade (197 Days)                  | Westside Elementary School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Martin   | Rachael           |           | Reading Coach (197 Days)                         | Keller Intermediate School               | Annual Contract (Pending Availability of Funding) | 2022-2023        |

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| McCullough   | Harli             |           | Teacher, Fourth Grade (197 Days)                       | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| McGee  | Ryan              |           | Teacher, Fifth Grade (197 Days)                        | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| McLeod   | Mykayla           |           | Teacher, Second Grade (197 Days)                       | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Miller   | Sherry            |           | Teacher, Second Grade (197 Days)                       | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Minshew  | Lesley            |           | Teacher, Second Grade (197 Days)                       | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Mitchell   | Jennifer          |           | Teacher, First Grade (197 Days)                        | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Mixon  | Marina            |           | Teacher, First Grade (197 Days)                        | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Mobley   | Robin             |           | Associate Superintendent of Human Resources (261 Days) | Superintendent's Office     | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Murphy   | Everett           |           | Executive Director of Teacher and Learning (261 Days)  | Superintendent's Office     | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Murphy   | Kelley            |           | Assistant Principal (240 Days)                         | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Navarra  | Charles           |           | Teacher, Third Grade (197 Days)                        | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Norman   | Ashton            |           | Assistant Principal (261 Days)                         | Baker County Middle School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |

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| Norman   | Tiffany           |           | Teacher, First Grade (197 Days)   | Maccleddy Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Nowlen   | Amanda            |           | Paraprofessional, Elementary (187 Days)   | Westside Elementary School  | Year to Year Continuous Employee                  | 2022-2023        |
| O'Steen  | Ruth              |           | Paraprofessional, ESE Ages 6-21 (187 Days)  | Keller Intermediate School  | Year to Year Continuous Employee                  | 2022-2023        |
| Padgett  | Carolyn           |           | Teacher, Varying Exceptionalities (197 Days)  | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Peterson   | Wayne             |           | Assistant Principal (261 Days)  | Baker County Middle School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Phillips   | Denise            |           | Nutrition Services Assistant (191 Days, 7 Hours)                                      | Baker County Middle School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Platto   | Katherine         |           | Teacher, Fourth Grade (197 Days)  | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Ploucher   | Melissa           |           | Nutrition Services Manager (193 Days, 7.5 Hours)                                      | Baker County High School    | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Rafuse   | Shelby            |           | Teacher, Fifth Grade (197 Days)   | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Raulerson  | Hannah            |           | Teacher, Second Grade (197 Days)  | Maccleddy Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Register   | Sarah             |           | Paraprofessional, Elementary (187 Days)<br>100% ESSER Grant Funded Through 09/30/2024 | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Rhoden   | Gracemarie        |           | Teacher, First Grade (197 Days)   | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |

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|--|-------------------|-----------|--|-----------------------------|---|------------------|
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| Rhoden   | Katie             |           | Teacher, Third Grade (197 Days)                        | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Roberts  | Holly             |           | School Nurse (197 Days)                                | Macclenny Elementary School | Year to Year Continuous Employee                  | 2022-2023        |
| Roberts  | Tyler             |           | Paraprofessional, Elementary P.E. (187 Days)           | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Ruis   | Donna             |           | Teacher, Gifted (197 Days)                             | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Sarafin  | Rachael           |           | Teacher, First Grade (197 Days)                        | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Scott  | Cynthia           |           | Nutrition Services Area Coordinator (206 Days)         | District Office             | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Scott  | Joyce             |           | Paraprofessional, Title I (187 Days)                   | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Sharman  | Kristin           |           | Teacher, Third Grade (197 Days)                        | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Sharp  | Amber             |           | Teacher, First Grade (197 Days)                        | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Shook  | Kristie           |           | Nutrition Services Secretary / Finance Aide (261 Days) | District Office             | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Smith  | Wendy             |           | Teacher, Third Grade (197 Days)                        | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Snell  | Connie            |           | Paraprofessional, Title I (187 Days)                   | Keller Intermediate School  | Year to Year Continuous Employee                  | 2022-2023        |

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| Snellgrove   | Amanda            |           | Teacher, Fourth Grade (197 Days)                 | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Southey  | Laurie            |           | Teacher, First Grade (197 Days)                  | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Sowell   | Jana              |           | Teacher, Third Grade (197 Days)                  | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Stafford   | Matthew           |           | Teacher, Second Grade (197 Days)                 | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Stalvey  | Amy               |           | Account Clerk / Payroll Clerk (261 Days)         | District Office             | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Starling   | Janis             |           | Nutrition Services Manager (193 Days, 7.5 Hours) | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Stewart  | Beverly           |           | Nutrition Services Assistant (191 Days, 7 Hours) | Westside Elementary School  | Year to Year Continuous Employee                  | 2022-2023        |
| Stillwell  | Wyatt             |           | Teacher, Fourth Grade (197 Days)                 | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Surrency   | Stephanie         |           | Teacher, Fourth Grade (197 Days)                 | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Tarte  | Tonya             |           | Director of Nutrition Services (261 Days)        | District Office             | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Taylor   | Bridget           |           | Teacher, Fourth Grade (197 Days)                 | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Taylor   | Pamela            |           | Director of Transportation (261 Days)            | Transportation              | Annual Contract (Pending Availability of Funding) | 2022-2023        |

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| Teague   | Tami              |           | Data Processor (216 Days)                                  | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Thacker  | Myriah            |           | Teacher, Second Grade (197 Days)                           | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Thompson   | Debra             |           | Nutrition Services Assistant (186 Days, 7 Hours)           | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Trippett   | Joshua            |           | Paraprofessional, Elementary (187 Days)                    | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Trippett   | Kailee            |           | Teacher, Music (197 Days)                                  | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Vonk   | Rafala            |           | Teacher, Fifth Grade (197 Days)                            | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Waddell  | Ashley            |           | Teacher, Fourth Grade (197 Days)                           | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Ward   | James Evan        |           | Teacher, Fourth Grade (197 Days)                           | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Weber  | Kasey             |           | Teacher, Third Grade (197 Days)                            | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Wells  | Franklin          |           | Director of Facilities and Maintenance (261 Days)          | Maintenance                 | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| West   | Rachel            |           | Assistant Principal (240 Days)                             | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Wheeler  | Traci             |           | Director of Accountability and Special Programs (261 Days) | District Title I Office     | Annual Contract (Pending Availability of Funding) | 2022-2023        |



| <b>REAPPOINTMENT LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |  |                             |   |                  |
|--|-------------------|-----------|--|-----------------------------|---|------------------|
| <b>LAST NAME</b>                                       | <b>FIRST NAME</b> | <b>MI</b> | <b>POSITION</b>                                  | <b>LOCATION</b>             | <b>CONTRACT STATUS</b>                            | <b>EFFECTIVE</b> |
| Wignall  | Staci             |           | Teacher, Second Grade (197 Days)                 | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Wilbanks   | Kellina           |           | Paraprofessional, Elementary (187 Days)          | Keller Intermediate School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Williams   | McKenzie          |           | Nutrition Services Assistant (186 Days, 3 Hours) | Baker County Middle School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Willingham   | Rebecca           |           | Teacher, First Grade (197 Days)                  | Macclenny Elementary School | Annual Contract (Pending Availability of Funding) | 2022-2023        |
| Wilson   | Jessica           |           | Paraprofessional, Elementary (187 Days)          | Westside Elementary School  | Annual Contract (Pending Availability of Funding) | 2022-2023        |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                     |   |   |                               |
|---|-------------------|-----------|---------------------|---|---|-------------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b> | <b>DESCRIPTION</b>                        | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>        |
| Anderson  | Jacob             |           |                     | Summer of Success Credit Recovery Teacher | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Arnold  | Claudia           |           |                     | Summer Hours for ESE Extended School Year | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal | June 13, 2022 - July 14, 2022 |
| Aviles-Orengo                                       | Miguel            |           |                     | Summer of Success Custodian               | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |
| Barton  | Weldon            |           |                     | CDL Trainers Training                     | Regular Hourly Rate / Maximum 40 Hours / Funding Source: General  | May 26, 2022 - August 9, 2022 |
| Branch  | Heather           |           |                     | Summer of Success Credit Recovery Teacher | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Brantley  | Kaley             |           |                     | Summer of Success Teacher                 | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                     |   |   |                               |
|---|-------------------|-----------|---------------------|---|---|-------------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b> | <b>DESCRIPTION</b>  | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>        |
| Britt   | Amy               |           |                     | Career Specialist Summer Hours                                  | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal  | June 1, 2022 - June 30, 2022  |
| Britt   | Amy               |           |                     | Summer Hours (Student Scheduling and Data)                      | Regular Hourly Rate / Maximum 25 Hours / Funding Source: General  | May 31, 2022 - August 1, 2022 |
| Britt   | Amy               |           |                     | Summer of Success Credit Recovery Career Specialist / Counselor | Regular Hourly Rate / Maximum 18 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |
| Buford  | Sara              |           |                     | ESY Summer School Bus Aide                                      | Regular Hourly Rate / As Needed / Funding Source: Federal         | May 31, 2022 - August 5, 2022 |
| Bullard   | Sarah             |           |                     | Summer of Success Credit Recovery Substitute Teacher            | Regular Hourly Rate / As Needed / Funding Source: Federal         | June 20, 2022 - July 19, 2022 |
| Butcher   | Kristy            |           |                     | Summer of Success Custodian                                     | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |
| Clevenger   | Emily             |           |                     | Adult Ed Teacher - Financial Literacy Class                     | Regular Hourly Rate / Maximum 25 Hours / Funding Source: Federal  | June 6, 2022 - June 9, 2022   |
| Coleman   | Karen             |           |                     | Summer of Success Credit Recovery Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Collingwood   | Tabitha           |           |                     | Summer Hours for ESE Extended School Year                       | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal | June 13, 2022 - July 14, 2022 |
| Combs   | Rebekah           |           |                     | Summer of Success Credit Recovery Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Cranford  | Latisha           |           |                     | Summer Feeding Program  | Regular Hourly Rate / Maximum 175 Hours / Funding Source: Federal | May 31, 2022 - July 28, 2022  |
| Cranford  | Latisha           |           |                     | Summer Feeding Program  | \$13.65 Per Hour / Maximum 175 Hours / Funding Source: Federal    | May 31, 2022 - July 28, 2022  |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                     |   |   |                               |
|---|-------------------|-----------|---------------------|---|---|-------------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b> | <b>DESCRIPTION</b>                              | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>        |
| Crews   | Collin            |           |                     | New Teacher Training                            | \$24.53 Per Hour /<br>Maximum 6 Hours /<br>Funding Source:<br>Federal | July 27, 2022                 |
| Crews   | Debbie            |           |                     | Summer of Success Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022 |
| Crews   | Kathy             |           |                     | Summer Feeding Program                          | \$14.85 Per Hour / Maximum 175 Hours / Funding Source: Federal        | May 31, 2022 - July 28, 2022  |
| Dietz   | Jacquelin         |           |                     | Summer of Success Front Office Staff            | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022 |
| Dove  | Brianna           |           |                     | Summer Hours for ESE Extended School Year       | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal     | June 13, 2022 - July 14, 2022 |
| Dugger  | Tabitha           |           |                     | FLDOE B.E.S.T. Math Professional Learning       | \$24.53 Per Hour / Maximum 20 Hours / Funding Source: Federal         | June 7, 2022 - June 9, 2022   |
| Dyal  | Kristen           |           |                     | Create Curriculum Maps and Calendars            | \$28.72 Per Hour / Maximum 25 Hours / Funding Source: Federal         | May 3, 2022 - June 30, 2022   |
| Elledge   | Forrest           |           |                     | Summer of Success Credit Recovery Teacher       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022 |
| Fletcher  | Cathy             |           |                     | Summer of Success Front Office Staff Substitute | Regular Hourly Rate / As Needed / Funding Source: Federal             | June 20, 2022 - July 19, 2022 |
| Ford  | Isaac             |           |                     | Summer of Success Custodian                     | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal      | June 20, 2022 - July 19, 2022 |
| Gainey  | Krystal           |           |                     | Summer of Success Credit Recovery Teacher       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022 |
| Gibson  | Barbara           |           |                     | Summer of Success Bus Driver                    | \$23.00 Per Hour / Maximum 75 Hours / Funding Source: Federal         | June 20, 2022 - July 19, 2022 |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |  |   |   |   |
|---|-------------------|-----------|--|---|---|---|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b>                        | <b>DESCRIPTION</b>                              | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>  |
| Givens  | Shawntile         |           |  | Summer of Success Custodian                     | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal      | June 20, 2022 - July 19, 2022   |
| Griffis   | Keith Franklin    |           |  | Summer of Success Credit Recovery Teacher       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022   |
| Hager   | Mary Schell       |           |  | CDL Trainers Training                           | Regular Hourly Rate / Maximum 40 Hours / Funding Source: General      | May 26, 2022 - August 9, 2022   |
| Hand  | Daphne            |           |  | Curriculum Mapping                              | \$28.72 Per Hour / Maximum 9 Hours / Funding Source: Federal          | May 31, 2022 - June 30, 2022  |
| Harrell   | Sandra            |           |  | Summer Hours for ESE Extended School Year       | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal     | June 13, 2022 - July 14, 2022   |
| Harris  | Pamela            |           |  | Summer of Success Credit Recovery Teacher       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022   |
| Harrison  | McKenzie          |           | Rescind Previously Approved on May 2, 2022 | Rescind Create Curriculum Maps and Calendars    | Rescind \$28.72 Per Hour / Maximum 25 Hours / Funding Source: Federal | Rescind May 3, 2022 - June 30, 2022                                       |
| Hawkins   | Cynthia           |           |  | Summer of Success Credit Recovery Teacher       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022   |
| Haynes  | Candace           |           |  | Summer of Success Credit Recovery Teacher       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022   |
| Hickox  | Heather           |           | Amend Previously Approved on May 2, 2022   | Summer of Success Teacher on Special Assignment | Regular Hourly Rate / Maximum 350 Hours / Funding Source: Federal     | Amend from June 20, 2022 - July 19, 2022 to May 31, 2022 - August 1, 2022 |
| Hinton  | Patricia          |           |  | Summer Hours for ESE Extended School Year       | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal     | June 13, 2022 - July 14, 2022   |
| Hodges  | Loni              |           |  | Summer of Success Credit Recovery Teacher       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022   |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                     |   |  |                               |
|---|-------------------|-----------|---------------------|---|--|-------------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b> | <b>DESCRIPTION</b>  | <b>AMOUNT</b>  | <b>EFFECTIVE DATES</b>        |
| Hyatt   | Shayna            |           |                     | Summer of Success Credit Recovery Front Office Staff            | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal    | June 20, 2022 - July 19, 2022 |
| Jacobs  | Austin            |           |                     | Summer of Success Custodian                                     | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022 |
| James   | Vanessa           |           |                     | Summer of Success Bus Driver                                    | \$23.00 Per Hour / Maximum 75 Hours / Funding Source: Federal        | June 20, 2022 - July 19, 2022 |
| Jefferson   | Carliya           |           |                     | Summer of Success Custodian                                     | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022 |
| Johnson   | Dewitt            |           |                     | Summer of Success Credit Recovery Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal    | June 20, 2022 - July 19, 2022 |
| Johnson   | Hannah            |           |                     | Summer of Success Custodian                                     | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal     | June 20, 2022 - July 19, 2022 |
| Kish  | Jessica           |           |                     | Summer of Success Credit Recovery Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal    | June 20, 2022 - July 19, 2022 |
| Lambright   | Rebecca           |           |                     | Summer of Success Credit Recovery Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal    | June 20, 2022 - July 19, 2022 |
| Lane  | Kimbra            |           |                     | VPK Summer School Teacher                                       | Regular Hourly Rate / Maximum 114.75 Hours / Funding Source: General | June 23, 2022 - July 19, 2022 |
| Lane  | Kimbra            |           |                     | Curriculum Mapping  | \$28.72 Per Hour / Maximum 9 Hours / Funding Source: Federal         | May 31, 2022 - June 30, 2022  |
| Lee   | Toree             |           |                     | Summer of Success Substitute Teacher                            | Regular Hourly Rate / As Needed / Funding Source: Federal            | June 20, 2022 - July 19, 2022 |
| Lewis   | Danyle            |           |                     | Summer of Success Credit Recovery Teacher on Special Assignment | Regular Hourly Rate / Maximum 350 Hours / Funding Source: Federal    | May 31, 2022 - August 1, 2022 |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |  |  |   |   |
|---|-------------------|-----------|--|--|---|---|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b>                      | <b>DESCRIPTION</b>                                     | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>  |
| Long  | Shirley           |           |  | Summer Feeding Program                                 | Regular Hourly Rate / Maximum 245 Hours / Funding Source: Federal | May 31, 2022 - July 28, 2022  |
| Lyons   | Renee             |           |  | Summer Feeding Program                                 | \$17.37 Per Hour / Maximum 175 Hours / Funding Source: Federal    | May 31, 2022 - July 28, 2022  |
| Marsh   | Chelsea           |           |  | Summer of Success Teacher                              | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022   |
| Maxwell   | Natalie           |           |  | Summer of Success Custodian                            | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022   |
| McCullough  | Tucker            |           |  | Summer of Success Credit Recovery Teacher              | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022   |
| McDonald  | Emily             |           |  | Extended Day Enrichment Program Worker                 | \$10.00 Per Hour / As Needed / Funding Source: General            | April 28, 2022 - May 25, 2022   |
| McLarty   | Kelly             |           |  | Curriculum Mapping                                     | \$28.72 Per Hour / Maximum 9 Hours / Funding Source: Federal      | May 31, 2022 - June 30, 2022  |
| Miller  | Suzanne           |           |  | Summer of Success Career Specialist / Counselor        | Regular Hourly Rate / Maximum 90 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022   |
| Miller  | Suzanne           |           |  | Summer of Success Teacher                              | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022   |
| Milton  | John Wyatt        |           | Amend Previously Approved on May 2, 2022 | Summer of Success Teacher on Special Assignment        | Regular Hourly Rate / Maximum 350 Hours / Funding Source: Federal | Amend from June 20, 2022 - July 19, 2022 to May 31, 2022 - August 1, 2022 |
| Mobley  | Brandy            |           |  | Extended School Year (ESY) Speech and Language Therapy | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal | June 13, 2022 - July 14, 2022   |
| Morgan  | Pamela            |           |  | Summer Hours for ESE Extended School Year              | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal | June 13, 2022 - July 14, 2022   |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                     |   |   |                               |
|---|-------------------|-----------|---------------------|---|---|-------------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b> | <b>DESCRIPTION</b>  | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>        |
| Mosley  | Pamela Taffie     |           |                     | Summer of Success Credit Recovery Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Norrell   | Sonya             |           |                     | Summer Hours for ESE Extended School Year                       | Regular Hourly Rate / Maximum 50 Hours / Funding Source: Federal  | June 13, 2022 - July 14, 2022 |
| Payne   | Jennifer          |           |                     | Summer of Success Credit Recovery Career Specialist / Counselor | Regular Hourly Rate / Maximum 18 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |
| Payne   | Jennifer          |           |                     | Summer Hours (Student Scheduling and Data)                      | Regular Hourly Rate / Maximum 59 Hours / Funding Source: General  | May 31, 2022 - August 1, 2022 |
| Ray   | Priscilla         |           |                     | ESY Summer School Bus Driver                                    | Regular Hourly Rate / As Needed / Funding Source: Federal         | May 31, 2022 - August 5, 2022 |
| Reneau  | Christina         |           |                     | Summer Hours for ESE Extended School Year                       | Regular Hourly Rate / Maximum 50 Hours / Funding Source: Federal  | June 13, 2022 - July 14, 2022 |
| Rhoden  | Angela            |           |                     | Summer of Success Credit Recovery Teacher on Special Assignment | Regular Hourly Rate / Maximum 350 Hours / Funding Source: Federal | May 31, 2022 - August 1, 2022 |
| Rhoden  | Brandon           |           |                     | Summer of Success Custodian                                     | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |
| Rowan   | Tanyia            |           |                     | Curriculum Mapping  | \$28.72 Per Hour / Maximum 9 Hours / Funding Source: Federal      | May 31, 2022 - June 30, 2022  |
| Rowland   | Rebekah           |           |                     | Summer of Success Credit Recovery Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Russell   | Lori              |           |                     | Summer Hours for ESE Extended School Year                       | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal | June 13, 2022 - July 14, 2022 |
| Sandoval  | Julie             |           |                     | CDL Training  | Regular Hourly Rate / Maximum 25 Hours / Funding Source: General  | May 31, 2022 - August 9, 2022 |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                     |   |   |                               |
|---|-------------------|-----------|---------------------|---|---|-------------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b> | <b>DESCRIPTION</b>  | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>        |
| Satterwhite   | Cari              |           |                     | Summer Hours for ESE Extended School Year                       | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal | June 13, 2022 - July 14, 2022 |
| Sharman   | Kristin           |           |                     | Curriculum Mapping  | \$28.72 Per Hour / Maximum 9 Hours / Funding Source: Federal      | May 31, 2022 - June 30, 2022  |
| Smith   | David             |           |                     | Summer of Success Credit Recovery Teacher                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Southey   | Laurie            |           |                     | Summer of Success Substitute Teacher                            | Regular Hourly Rate / As Needed / Funding Source: Federal         | June 20, 2022 - July 19, 2022 |
| Stafford  | Rhonda            |           |                     | Summer of Success Career Specialist / Counselor                 | Regular Hourly Rate / Maximum 90 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |
| Starling  | Brandy            |           |                     | CDL Training  | Regular Hourly Rate / Maximum 25 Hours / Funding Source: General  | May 31, 2022 - August 9, 2022 |
| Starling  | Jennifer          |           |                     | Summer of Success Teacher                                       | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Starling  | Julie             |           |                     | Summer Feeding Program  | \$13.65 Per Hour / Maximum 175 Hours / Funding Source: Federal    | May 31, 2022 - July 28, 2022  |
| Starling  | Julie             |           |                     | Summer Feeding Program  | Regular Hourly Rate / Maximum 175 Hours / Funding Source: Federal | May 31, 2022 - July 28, 2022  |
| Stewart   | Lisa              |           |                     | CDL Training  | Regular Hourly Rate / Maximum 15 Hours / Funding Source: General  | May 31, 2022 - August 9, 2022 |
| Stokes  | Jaime             |           |                     | Summer Hours (Student Scheduling and Data)                      | Regular Hourly Rate / Maximum 75 Hours / Funding Source: General  | May 31, 2022 - August 1, 2022 |
| Stokes  | Jaime             |           |                     | Summer of Success Credit Recovery Career Specialist / Counselor | Regular Hourly Rate / Maximum 18 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |



| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                     |   |   |                               |
|---|-------------------|-----------|---------------------|---|---|-------------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b> | <b>DESCRIPTION</b>  | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>        |
| Swindell  | Tommie Sue        |           |                     | CDL Trainers Training   | Regular Hourly Rate / Maximum 40 Hours / Funding Source: General  | May 26, 2022 - August 9, 2022 |
| Taylor  | Hagan             |           |                     | Extended Day Enrichment Program Worker                          | \$10.00 Per Hour / As Needed / Funding Source: General            | April 28, 2022 - May 25, 2022 |
| Thigpen   | Kimber            |           |                     | Curriculum Mapping  | \$28.72 Per Hour / Maximum 9 Hours / Funding Source: Federal      | May 31, 2022 - June 30, 2022  |
| Thornton  | Carrie            |           |                     | Summer of Success Custodian                                     | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |
| VanSickle   | Britnee           |           |                     | Summer Hours for ESE Extended School Year                       | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal | June 13, 2022 - July 14, 2022 |
| VanSickle   | Brittnee          |           |                     | Curriculum Mapping  | \$28.72 Per Hour / Maximum 9 Hours / Funding Source: Federal      | May 31, 2022 - June 30, 2022  |
| Vickers   | Jaqueline         |           |                     | Curriculum Mapping  | \$28.72 Per Hour / Maximum 9 Hours / Funding Source: Federal      | May 31, 2022 - June 30, 2022  |
| Wells   | Diane             |           |                     | Summer of Success Credit Recovery Career Specialist / Counselor | Regular Hourly Rate / Maximum 18 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |
| Wells   | Diane             |           |                     | Summer Hours (Student Scheduling and Data)                      | Regular Hourly Rate / Maximum 75 Hours / Funding Source: General  | May 31, 2022 - August 1, 2022 |
| Wheeler   | Janis             |           |                     | Summer of Success Credit Recovery Front Office Staff Substitute | Regular Hourly Rate / As Needed / Funding Source: Federal         | June 20, 2022 - July 19, 2022 |
| Wheeler   | Stephanie         |           |                     | Summer Hours (Student Scheduling and Data)                      | Regular Hourly Rate / Maximum 75 Hours / Funding Source: General  | May 31, 2022 - August 1, 2022 |
| Wheeler   | Stephanie         |           |                     | Summer of Success Credit Recovery Career Specialist / Counselor | Regular Hourly Rate / Maximum 18 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |

| <b>EXTRA DUTY LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                     |   |   |                               |
|---|-------------------|-----------|---------------------|---|---|-------------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>SPECIAL NOTE</b> | <b>DESCRIPTION</b>  | <b>AMOUNT</b>   | <b>EFFECTIVE DATES</b>        |
| Wheeler   | Stephanie         |           |                     | Extended School Year (ESY) Planning, IEP Records Review, Etc. | Regular Hourly Rate / Maximum 75 Hours / Funding Source: Federal  | May 31, 2022 – August 1, 2022 |
| Williams  | Cary              |           |                     | Summer Feeding Program  | Regular Hourly Rate / Maximum 175 Hours / Funding Source: Federal | May 31, 2022 - July 28, 2022  |
| Williams  | McKenzie          |           |                     | Summer Feeding Program  | Regular Hourly Rate / Maximum 175 Hours / Funding Source: Federal | May 31, 2022 - July 28, 2022  |
| Wingard   | Stephanie         |           |                     | Summer Hours for ESE Extended School Year                     | Regular Hourly Rate / Maximum 105 Hours / Funding Source: Federal | June 13, 2022 - July 14, 2022 |
| Wingard   | Stephanie         |           |                     | Summer of Success Credit Recovery Teacher                     | Regular Hourly Rate / Maximum 100 Hours / Funding Source: Federal | June 20, 2022 - July 19, 2022 |
| Wright  | Jermaine          |           |                     | Summer of Success Custodian                                   | Regular Hourly Rate / Maximum 60 Hours / Funding Source: Federal  | June 20, 2022 - July 19, 2022 |

| <b>SUPPLEMENT LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |  |  |                                  |  |   |
|---|-------------------|--|--|----------------------------------|--|---|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>SPECIAL NOTE</b>                            | <b>LOCATION</b>                          | <b>DESCRIPTION</b>               | <b>AMOUNT</b>                                    | <b>EFFECTIVE DATES</b>                        |
| Hand  | Daphne            | For Mekenzi Nelson / 90 Days Only              | Baker County Pre-K / Kindergarten Center | Peer Teacher                     | Board Approved Rate - Prorate Effective 2/7/2022 | 2021-2022                                     |
| Hand  | Daphne            | For Mekenzi Nelson / 90 Days Only              | Baker County Pre-K / Kindergarten Center | Peer Teacher                     | Board Approved Rate - Prorate                    | 2022-2023                                     |
| Lewis   | Danyle            |  | Baker County High School                 | Teacher on Special Assignment    | Board Approved Rate                              | 2022-2023                                     |
| Rhoden  | Angela            |  | Baker County High School                 | Teacher on Special Assignment    | Board Approved Rate                              | 2022-2023                                     |
| Richard   | George            |  | Baker County High School                 | Teacher, ESE                     | Board Approved Rate                              | 2022-2023                                     |
| Smith   | Freddie           | RESCIND Previously Approved on August 16, 2021 | RESCIND Baker County High School         | RESCIND Assistant Football Coach | RESCIND Board Approved Rate                      | RESCIND 2021-2022 Effective December 16, 2021 |

| <b>STIPEND LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |  |  |                               |
|--|-------------------|-----------|--|--|-------------------------------|
| <b>LAST NAME</b>                                 | <b>FIRST NAME</b> | <b>MI</b> | <b>ASSIGNMENT</b>  | <b>AMOUNT</b>  | <b>EFFECTIVE</b>              |
| Anderson   | Jacob             |           | Professional Development for Computer Science                | \$100 Per Day / Maximum 5 Days / Funding Source: General | June 13, 2022 - June 17, 2022 |
| Brookins   | Lisa              |           | Professional Development for Computer Science                | \$100 Per Day / Maximum 5 Days / Funding Source: General | June 13, 2022 - June 17, 2022 |
| Dunnington                                       | Amanda            |           | PDCP Mentor to Jordan Griffis - 1st Year (Prorated 1/2 Year) | \$500.00 Flat Rate / Funding Source: Federal             | May 25, 2022                  |
| Goodwin  | Sandra            |           | Professional Development for Computer Science                | \$100 Per Day / Maximum 5 Days / Funding Source: General | June 13, 2022 - June 17, 2022 |
| Marsh  | Chelsea           |           | PDCP Mentor to Toree Lee - 2nd Year                          | \$500.00 Flat Rate / Funding Source: Federal             | May 25, 2022                  |
| Rhoden   | Gracemarie        |           | Professional Development for Computer Science                | \$100 Per Day / Maximum 5 Days / Funding Source: General | June 13, 2022 - June 17, 2022 |
| Stalnaker-Ugartechea                             | Julia             |           | Professional Development for Computer Science                | \$100 Per Day / Maximum 5 Days / Funding Source: General | June 13, 2022 - June 17, 2022 |
| Williams   | Byronelle         |           | Professional Development for Computer Science                | \$100 Per Day / Maximum 5 Days / Funding Source: General | June 13, 2022 - June 17, 2022 |
| Willoughby                                       | Jana              |           | SPDG Coordinator   | \$1,000.00 Flat Rate / Funding Source: General           | August 2, 2021 - May 30, 2022 |

| <b>OCCASIONAL PERSONNEL STAFFING LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |  |  |                                |
|--|-------------------|--|--|--------------------------------|
| <b>LAST NAME</b>   | <b>FIRST NAME</b> | <b>DESCRIPTION</b>                                     | <b>AMOUNT</b>                                | <b>EFFECTIVE DATES</b>         |
| Smith  | Freddie           | High School Assistant Football Coach - Spring Practice | \$772.50 Flat Rate / Funding Source: General | April 25, 2022 - June 30, 2022 |

| <b>LEAVE LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |                  |  |                               |
|--|-------------------|-----------|------------------|--|-------------------------------|
| <b>LAST NAME</b>                               | <b>FIRST NAME</b> | <b>MI</b> | <b># OF DAYS</b> | <b>TYPE OF LEAVE</b>                             | <b>EFFECTIVE DATES</b>        |
| Bennett  | Jena              |           | 197 Days         | Personal Leave Without Pay - Personal / Extended | August 2, 2022 - May 30, 2023 |
| Lee  | Michelle          |           | 10 Days          | Personal Leave Without Pay - Medical             | April 28, 2022 - May 11, 2022 |
| Smart  | Sandra            |           | 7 Days           | Personal Leave Without Pay - Medical / Extended  | May 20, 2022 - May 30, 2022   |

| <b>SUBSTITUTE LIST FOR APPROVAL ON JUNE 6, 2022</b> |                   |           |  |                     |                        |
|---|-------------------|-----------|--|---------------------|------------------------|
| <b>LAST NAME</b>                                    | <b>FIRST NAME</b> | <b>MI</b> | <b>DESCRIPTION</b>   | <b>AMOUNT</b>       | <b>EFFECTIVE DATES</b> |
| Richardson  | Melissa           |           | Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements | Board Approved Rate | May 13, 2022           |

## **ADJOURNMENT FROM JUNE 6, 2022, SCHOOL BOARD MEETING**

Since there was no further business to come before the Board, Artie Burnett made a motion to adjourn, seconded by Dean Griffis. The meeting adjourned via general consensus.

|   |   |
|---|---|
|   |   |
| <b>Paula T. Barton, Board Chairperson</b> | <b>Sherrie Raulerson, Superintendent of Schools</b> |



# Baker County School District

F.D. (Denny Wells), Director  
270 Jonathan Street – Macclenny, Florida 32063  
904-259-5420



June 2, 2022

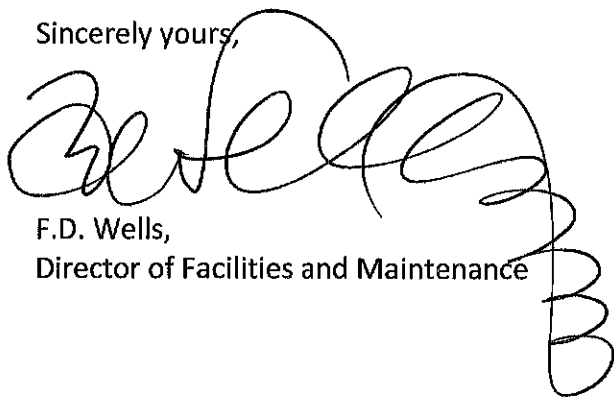
Mrs. Sherrie Raulerson  
Superintendent of Schools  
Baker County School District  
370 South Blvd. East  
Macclenny, Florida

Dear Mrs. Raulerson:

I would like to request School Board review and approval of the District Property Inventory for **MAY, 2022**.

Should you have any questions concerning this request, please feel free to contact me your convenience.

Sincerely yours,



F.D. Wells,  
Director of Facilities and Maintenance

| MAY 2022 | BEGINNING BALANCE       | ACQUISITIONS    |             |              | TOTALS      | TRANS OUT                   | STOLEN        | TOTALS        | ENDING          |
|----------|-------------------------|-----------------|-------------|--------------|-------------|-----------------------------|---------------|---------------|-----------------|
|          |                         | ACQUISITION     | TRANS IN    | TRADE INS    |             |                             |               |               |                 |
|          | B C H S - 0012          | \$1,260,204.49  | \$ -        | \$ -         | \$0.00      | \$ 1,716.00                 |               | \$1,715.00    | \$1,260,489.49  |
|          | M E S - 0013            | \$132,326.35    | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$132,326.35    |
|          | PREK-KDG CTR - 0022     | \$215,637.16    | \$ -        | \$ -         | \$0.00      | \$ 41,178.72                |               | \$41,178.72   | \$174,458.44    |
|          | K I S - 0031            | \$238,308.35    | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$238,308.35    |
|          | B O M S - 0032          | \$838,356.10    | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$838,356.10    |
|          | W E S - 0091            | \$271,495.36    | \$ -        | \$ -         | \$0.00      | \$ 1,995.00                 |               | \$1,995.00    | \$269,499.36    |
|          | SURPLUS - 0099          | \$0.00          | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$0.00          |
|          | IN ACTIVE - 1111        | \$0.00          | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$0.00          |
|          | READ CLINIC - 2013      | \$54,005.44     | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$54,005.44     |
|          | BUS SHOP/VECH 2222      | \$7,494,820.00  | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$7,494,820.00  |
|          | MAINT/VECH 3333         | \$199,468.93    | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$199,468.93    |
|          | CHAP 1 - M E S - 4013   | \$78,630.01     | \$ -        | \$ -         | \$0.00      | \$ 610.00                   |               | \$610.00      | \$78,220.01     |
|          | CHAP 1 - KIS - 4031     | \$5,371.85      | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$5,371.85      |
|          | CHAP 1 - BCMS - 4082    | \$0.00          | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$0.00          |
|          | CHAP 1 - WES - 4091     | \$77,080.66     | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$77,080.66     |
|          | CUST-LAND/VECH 4444     | \$200,549.19    | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$200,549.19    |
|          | VO. / ADULT ED - 6012   | \$181,465.42    | \$ 2,126.00 | \$ -         | \$2,126.00  | \$ -                        |               | \$0.00        | \$183,591.42    |
|          | VO. / ADULT ED - 6032   | \$5,437.21      | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$5,437.21      |
|          | TECHNOLOGY - 5555       | \$728,674.39    | \$ -        | \$ -         | \$0.00      | \$ 14,975.00                |               | \$14,975.00   | \$713,699.39    |
|          | TECH/VECH 6666          | \$78,248.00     | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$78,248.00     |
|          | CURRENT MISSING - 7777  | \$3,995.00      |             | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$3,995.00      |
|          | PRIOR MISSING 05 - 8888 | \$324,074.75    |             | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$324,074.75    |
|          | <b>SUB-TOTAL 233000</b> | \$12,392,348.06 | \$ 2,126.00 | \$ -         | \$2,126.00  | \$ 66,475.72                |               | \$66,475.72   | \$12,394,001.34 |
|          |                         |                 |             |              |             |                             |               |               |                 |
|          | CO OFF - 9001           | \$384,063.26    | \$ -        | \$ -         | \$0.00      | \$ 1,681.00                 |               | \$1,681.00    | \$382,412.26    |
|          | BUS SHOP - 9002         | \$84,643.88     | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$84,643.88     |
|          | MAINT. - 9003           | \$227,160.01    | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$227,160.01    |
|          | W-HSE - 9004            | \$31,151.10     | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$31,151.10     |
|          | FAMILY SER - 9005       | \$71,301.24     | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$71,301.24     |
|          | STUDENT SER - 9006      | \$127,325.18    | \$ 809.00   | \$ -         | \$809.00    | \$ 788.50                   |               | \$788.50      | \$127,435.68    |
|          | ALT SCH - 9007          | \$71,157.24     | \$ -        | \$ -         | \$0.00      | \$ 441.95                   |               | \$441.95      | \$70,715.29     |
|          | VO. / ADULT ED - 9008   | \$108,584.36    | \$ -        | \$ -         | \$0.00      | \$ 3,897.50                 |               | \$3,897.50    | \$104,686.86    |
|          | LAND / CUST 9009        | \$407,417.46    | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$407,417.46    |
|          | SUPT. OFFICE - 9010     | \$48,047.84     | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$48,047.84     |
|          | SOUTHSIDE - 9021        | \$7,037.00      | \$ -        | \$ -         | \$0.00      | \$ -                        |               | \$0.00        | \$7,037.00      |
|          | DEAD FILE - 9990        | \$955,376.77    |             | \$ 70,664.27 | \$70,664.27 | \$ 70,664.27                |               | \$70,664.27   | \$955,376.77    |
|          | <b>TOTAL</b>            | \$14,915,634.30 | \$ 3,025.00 | \$ 70,664.27 | \$ -        | \$73,589.27                 | \$ 137,946.94 | \$ 137,946.94 | \$14,851,376.63 |
|          |                         |                 |             |              |             | <b>Dead File Adjustment</b> |               |               | \$855,376.77    |
|          |                         |                 |             |              |             | <b>Final Property Total</b> |               |               | \$13,995,999.86 |

# GRANT PROPOSAL SUMMARY REQUEST FOR BOARD APPROVAL

Board  
Approval Status

(MUST BE TYPED)

|                        |   |
|------------------------|---|
| NAME OF GRANT PROPOSAL | Early Learning/Child Care Provider-ARPA<br>Stabilization Subgrant Application |
|------------------------|---|

## TYPE OF GRANT:

☒ New ☐ Continuation ☐ Amendment ☐ Entitlement ☐ Competitive

|                 |              |
|-----------------|--------------|
| CONTACT PERSON: | Bonnie Jones |
|-----------------|--------------|

|                       |              |
|-----------------------|--------------|
| CONTACT PHONE NUMBER: | 904-259-0383 |
|-----------------------|--------------|

|                   |              |
|-------------------|--------------|
| AMOUNT REQUESTED: | \$227,934.00 |
|-------------------|--------------|

SOURCE: ☒ Federal ☐ State ☐ Other: \_\_\_\_\_

## LOCAL MATCHING FUNDS REQUESTED:

☒ No

☐ Yes . . . If yes, please specify: ☐ Monetary Amount \$ \_\_\_\_\_  
☐ In-Kind Amount \$ \_\_\_\_\_

|                                     |
|-------------------------------------|
| LIST SPECIFIC IN-KIND CONTRIBUTIONS |
|-------------------------------------|

|  |
|--|
| <b>PROJECT DESCRIPTION</b><br>(If additional space is needed, attachments may be used)<br>1. The project is designed to support strategic investments in our employees and high quality program. |
|--|

|  |
|--|
| <b>HOW WILL FUNDS BE USED</b><br>(If additional space is needed, attachments may be used)<br>1 Funds will be used for personnel costs, benefits, recruitment and retention. It will also be used for facilities maintenance and minor improvements and mental health supports for students and employees . At least 25% of total grant amount will be used on staff above and beyond regular payroll and benefits provided from the receipt of funds through September 20, 2023. |
|--|

SUBMITTED BY: Bonnie Jones DATE: 5/31/22

# GRANT PROPOSAL SUMMARY REQUEST FOR BOARD APPROVAL

Board  
Approval Status

(MUST BE TYPED)

|                        |   |
|------------------------|---|
| NAME OF GRANT PROPOSAL | ARP ESSER III: General Fund and Learning Loss |
|------------------------|---|

## TYPE OF GRANT:

☐ New ☐ Continuation ☒ Amendment ☐ Entitlement ☐ Competitive

|                 |               |
|-----------------|---------------|
| CONTACT PERSON: | Traci Wheeler |
|-----------------|---------------|

|                       |              |
|-----------------------|--------------|
| CONTACT PHONE NUMBER: | 904-259-6776 |
|-----------------------|--------------|

|                   |              |
|-------------------|--------------|
| AMOUNT REQUESTED: | \$720,200.00 |
|-------------------|--------------|

SOURCE: ☒ Federal ☐ State ☐ Other: \_\_\_\_\_

## LOCAL MATCHING FUNDS REQUESTED:

☒ No

☐ Yes . . . If yes, please specify: ☐ Monetary Amount \$ \_\_\_\_\_  
☐ In-Kind Amount \$ \_\_\_\_\_

|                                     |
|-------------------------------------|
| LIST SPECIFIC IN-KIND CONTRIBUTIONS |
|                                     |

## PROJECT DESCRIPTION

(If additional space is needed, attachments may be used)

*The ARP ESSER III funds under the CRRSA Act are provided to LEAs to address the impact that the Novel Coronavirus Disease 2019 has had, and continues to have, on elementary and secondary schools in Florida.*

## HOW WILL FUNDS BE USED

(If additional space is needed, attachments may be used)

*This amendment in the amount of \$720,200.00 is for the purpose of purchasing computers for CTE computer labs, repairing and replacing lockers in two locker rooms at Baker County Middle School, and to update, repair, and replace, as needed, the roof of the PreK/Kindergarten Center.*

SUBMITTED BY: Traci Wheeler DATE: May 31, 2022





**NEFEC**

nefec.org

...

**BOARD OF DIRECTORS:**

Sherrie Raulerson  
*Baker*

Will Hartley  
*Bradford*

Alex L. Carswell, Jr.  
*Columbia*

Mike Thomas  
*Dixie*

Cathy Mittelstadt  
*Flagler*

Tracie Snow  
*FSDB*

Dr. James A. Surrency  
*Gilchrist*

Lee Wetherington-Zamora  
*Hamilton*

Robert Edwards  
*Lafayette*

Christopher Cowart  
*Levy*

Dr. Kathy K. Burns  
*Nassau*

Brian K. Marchman, Ph. D.  
*P.K. Yonge*

Dr. Richard M. Surrency, Sr.  
*Putnam*

Ted L. Roush  
*Suwannee*

Mike Ripplinger  
*Union*

Dr. Patrick J. Wnek  
*Executive Director*

**NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM ✓**

3841 Reid Street • Palatka, Florida 32177 • Phone: (386) 329-3800 • Fax: (386) 329-2547

May 27, 2022

Ms. Sherrie Raulerson, Superintendent  
Baker County District Schools  
270 South Boulevard East  
Macclenny, Florida 32083

Dear Ms. Raulerson:

Enclosed are two copies of the Contract and Contract Attachments as listed below for 2022-2023, along with one signature page listing the programs and associated costs. It has been signed by the Putnam County Superintendent and School Board Chairperson as well as myself. Both copies need to be signed by you and your School Board Chairperson. Please send one signed copy back to NEFEC.

If you have any questions, please call. We are pleased to provide these services to your district and, as always, appreciate your support.

Sincerely,

Dr. Patrick J. Wnek  
Executive Director

Enclosures: Resolution  
Main Contract: #731-23-020  
Attachments: #23-020-A1 Instructional Services Program  
#23-020-A6 Enterprise Resource Software  
#23-020-A10 Risk Management  
#23-020-A18 Information Technology  
#23-020-A27 Building Code Administrator  
#23-020-A43 Human Resource Management Network  
#23-020-A45 Document Archiving Program  
#23-020-A47 Virtual Instruction Program

**North East Florida Educational Consortium  
2022-2023 Membership**

This signature page is incorporated into and subject to all terms and conditions of the master contractual agreement between the District School Board of Baker County and the District School Board of Putnam County on behalf of the North East Florida Educational Consortium.

**Baker County District Schools** is participating in the following programs for 2022-2023:

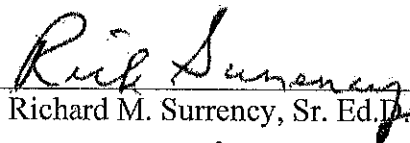
| Program:   | Fee:  |
|--|---|
| NEFEC Membership:<br>Resolution<br>Main Contract #731-23-020 | \$15,957.30   |
| Instructional Services Program (ISP) -<br>#23-020-A1         | \$24,343.00   |
| Enterprise Resource Software-<br>#23-020-A6                  | Education Technology Serv. Fee = \$182,295.00<br>Skyward Annual License Fee = \$56,469.00 |
| Risk Management - #23-020-A10                                | \$747,195.55  |
| Information Technology - #23-020-A18                         | Annual District Assessment \$24,184.00  |
| Building Code Administrator - #23-020-A27                    | \$25,180.29   |
| Human Resources Management Network -<br>#23-020-A43          | \$4,403.64  |
| Document Archiving - #23-020-A45                             | \$691.47  |
| Virtual Instruction - #23-020-A47                            | See attachment for cost per student   |

APPROVED AND RECOMMENDED FOR SIGNING

District School Board of Baker County

District School Board of Putnam County

by Sherrie Raulerson, Superintendent

  
by Richard M. Surrency, Sr. Ed.D., Superintendent

Dated: \_\_\_\_\_

Dated: 5-24-22

by Paula Barton, Chairperson

  
by Holly Pickens, Chairperson

Dated: \_\_\_\_\_

Dated: 5-24-22

North East Florida Educational Consortium

  
by Dr. Patrick J. Wnek, Executive Director

Dated: 5-24-22

## RESOLUTION

**A RESOLUTION OF THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, FLORIDA, ADOPTING A PLAN FOR COOPERATING WITH SCHOOL BOARDS OF OTHER DISTRICTS IN THIS STATE AND ESTABLISHING A PROCEDURE AND CONDITIONS FOR SUCH OPERATION OF AN EDUCATIONAL CONSORTIUM, AND CONTRACT FOR THE PURCHASE OF CERTAIN MATERIALS, SUPPLIES, EQUIPMENT, AND SERVICES TO BE USED OR PERFORMED IN RESPECTIVE SCHOOL SYSTEMS.**

**WHEREAS**, the District School Board of Baker County, Florida, hereafter referred to as the **Board**, has the power and the duty among other responsibilities to cooperate with other agencies in joint projects, programs and services through participation in an Educational Consortium, when it is in the best interest of the educational system and the taxpayers of Baker County and for the best interest of the educational system and the school children in meeting the school districts needs, and

**WHEREAS**, it is necessary to adopt plans for cooperating with school boards of other districts in this State, and in order to initiate this cooperation and these plans it is necessary that the Consortium be initiated by resolutions spread upon the minutes of each school board concerned, and

**WHEREAS**, the school boards of Baker, Bradford, Columbia, Dixie, Flagler, Gilchrist, Hamilton, Lafayette, Levy, Nassau, Putnam, Suwannee and Union Counties, P.K. Yonge Developmental Research School, and the Florida School for the Deaf and the Blind, plus any other who adopts a like resolution, have expressed a desire to enter into a collaboration of separate public entities (which is not a partnership, and in which none of the collaborating institutions may incur debt on behalf of any of the others or bind any of the others in contract, and which collaboration is a consortium called the North East Florida Educational Consortium "NEFEC") through which the participating counties may jointly perform, bid, contract for, and purchase certain materials, supplies, equipment, and services to be used in respective school systems and operate programs as authorized and permitted by law and State Board of Education Rules including, but not limited to, those listed in Section I of this resolution. The Superintendents of each of the collaborating school boards shall serve as a member of the Board of Directors of NEFEC.

NOW, THEREFORE, BE IT RESOLVED BY THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, FLORIDA, IN A REGULAR SESSION ON June 20, 2022, AT THE BAKER COUNTY SCHOOL ADMINISTRATION BUILDING, Macclenny, FLORIDA, AS FOLLOWS:

**SECTION 1.** That the District School Board of Baker County, Florida, ("Board") does hereby determine that it is in the best interest of the taxpayers and students of Baker County to cooperate with other counties in the operation of an educational consortium, known as the North East Florida Educational Consortium (NEFEC) which shall include, but not be limited to bidding, contracting, and purchasing arrangements pursuant to a plan to implement the following services and/or programs:

- (a) Grants (federal, state, and private): *pursuant to eligibility*
  - FDLRS (Florida Diagnostic and Learning Resources System): *no cost / grant funded*
  - Education Innovation and Research/Rural Connect: *no cost / grant funded*
  - FDLRS Statewide Administration Project: *no cost / grant funded*
  - Institute for Small and Rural Districts: *no cost / grant funded*
  - Title IV Part A: *no cost / grant funded*
  - Title IX Part A: *no cost / grant funded*
  - Progress Monitoring Implementation Support Grant: *no cost / grant funded*
- (b) Instructional Services Program: *contracted services*
  - Opportunity to participate in any grant written in FY 22-23: *pursuant to eligibility requirements.*
  - Professional Development Catalogue (Master Inservice Plan), including endorsement and add-on certification plans.
  - Leadership Plan Development
  - Professional Development Certification Program
  - Textbook adoption for core areas
  - Grant writing support
  - NOELs networking
  - Technical and implementation assistance for legislative mandates
  - Career and Technical Education Networking and Support
  - College and Career Acceleration Support
  - Principal Leadership Academy: *per participant fee*
  - Aspiring Leaders Program: *per participant fee*

- Regional PLCs for Principals
- Florida B.E.S.T. Standards professional development
- General Knowledge Test Review professional development
- Literacy professional development
- Clinical Educator and Mentor professional development
- BODLDP (Board of Directors Leadership Development Program)
- NEFEC Connect Professional Development
- (c) E-Learning (professional development courses): *per participant fee – discounted rate*
- (d) Risk Management: *contracted services*
- (e) Policy Development, Revision, and Update Service: *no cost/supported via NEFEC (approx. value of \$5K per district for revision and annual update)*
- (f) Printing Services: *discounted printing services*
- (g) Educational Technology Services: *contracted services*  
(student information, human resources, finance)
- (h) Human Resources Management Network: *partially supported by NEFEC/contracted services*
- (i) Public Relations/Web Services: *no cost / supported via NEFEC*
- (j) Legislative Network Services: *partially supported by NEFEC funding/membership fee*
- (k) Building Code Program: *contracted services*
- (l) Information Technology: *contracted services*
- (m) Virtual Instruction Program: *contracted services*
- (n) Any other services or programs deemed necessary by the Board of Directors of the Consortium

Each school district shall have the option of participating in any or all of the above services and/or programs through individual contracts unless otherwise specified in this Resolution.

**SECTION 2.** That the Board agrees to accept the procedures adopted by the participating boards and agrees to be bound by any contracts and bids once they have been let or executed.

**SECTION 3.** That Board does hereby agree that the Educational Consortium shall be managed by an Executive Director and all policies will be set by the NEFEC Board of Directors, composed of the Superintendents (or equivalent position) of the participating school districts. All personnel employed by the District School Board of Putnam County (the host school district or district of record), on behalf of NEFEC, will be governed by the host school district school board's policies.

**SECTION 4.** NEFEC's business office and physical operation will be located in Putnam County, Florida.

**SECTION 5.** That the NEFEC Board of Directors shall determine the needed services, products and/or programs; establish the charge for services rendered by NEFEC to the Cooperating Boards or other School Boards availing themselves of the services offered by the NEFEC; set policies; recommend the establishment of positions and individuals for appointment to the district of record; and establish a uniform method for participating school districts to evaluate services and/or programs provided.

**SECTION 6.** That all procedures, contracts and bidding shall comply with all applicable State Laws, State Board of Education Rules, and policies of the District School Board wherein the business office of NEFEC is located.

**SECTION 7.** That the member school district shall pay a base assessment of \$2,725.00 plus \$1.85 per unweighted FTE, based on 2021-2022 FEFP Third Calculation FTE enrollment figures, for the general operation of NEFEC, \$752.40 for Indirect Cost fees to be rebated to Putnam County District Schools, serving as Fiscal Agent, and a base assessment of \$3,500.00 for participation in the NEFEC Legislative Network Services Program.

**SECTION 8.** This resolution and the agreement set forth herein shall be in full force and effect for the 2022-2023 fiscal year, at which time this agreement shall become null and void, unless affirmative action by appropriate resolution is taken by each and all the school boards participating in the Educational Consortium.

**SECTION 9.** That this agreement between the cooperating school boards of the NEFEC, as set forth in this resolution, will be in operation and effective from July 1, 2022, by action of the various school boards named herein, and upon adoption by the Cooperating Boards joined together in NEFEC shall be binding from said date of July 1, 2022.

**SECTION 10.** The official name of the educational consortium is North East Florida Educational Consortium ("NEFEC") and has been in existence since July 1, 1976.

## **CONTRACTUAL AGREEMENT**

**731-23-020**

**The District School Board of Baker County**

**AND**

**The District School Board of Putnam County on behalf of the  
North East Florida Educational Consortium**

**THIS CONTRACT** between the District School Board of Baker County, herein referred to as the **BOARD**, and the District School Board of Putnam County on behalf of the North East Florida Educational Consortium, herein referred to as **NEFEC**, is for the purpose of providing services and/or products that may not be otherwise available to the Board or provided with greater efficiency at less cost. Such services and/or products are more specifically described in subsequent contract attachments which, upon approval, become a part of this contract.

**NOW THEREFORE**, in consideration of the mutual covenants and conditions hereinafter stated, the above described parties covenant and agree as follows:

1. The above stated recital is true and correct and is incorporated herein by reference as a Contract term.
2. This contract shall begin on July 1, 2022. All work shall be completed by June 30, 2023, unless otherwise indicated in specific attachments.
3. No payment will be invoiced or paid for any work performed after June 30, 2023, unless otherwise indicated in specific attachments.
4. NEFEC shall be in compliance with the following:
  - (a) Title 42 United States Code Section 2000d (Section 601, Title VI, Civil Rights Act of 1964, as amended). NEFEC shall be in compliance with Sections 1011.62 and 1012.98 as amended by Florida Statutes and State Board Rules where applicable.
  - (b) Title 29 United States Code Section 794 (Section 504, Rehabilitation Act of 1973, as amended).
  - (c) Title 20 United States Code Section 1681 (Section 901, Title IX, Pub. L. 92-318, prohibiting discrimination on the basis of sex) unless NEFEC has been declared exempt or deferred from these provisions.

Performance by the Board of any of its obligations under this contract shall

be subject to NEFEC's compliance with such provisions.

5. The performance by the Board of any of its obligations under this contract shall be subject to and contingent upon the availability of monies lawfully applicable for such purposes. If the Board deems, at any time during the term of the contract, that monies lawfully applicable to any attachment to this contract shall not be available for the remainder of the term, the Board shall immediately so notify NEFEC by phone, fax or e-mail to be followed in writing no less than five (5) days after the determination, whereupon the obligations of the parties herein shall end upon the giving of such notice, and such attachments of this contract shall be considered as canceled by mutual consent as provided in Paragraph 6.
6. Upon Contract cancellation, only the costs actually accrued to the date of cancellation will be due and payable and all work completed and paid for prior to the effective date of the cancellation of the contract will become the property of the Board and will be turned over promptly by NEFEC. Any services(s) and/or product(s) reflected in the attachments to this contract may, in addition to the reason provided in paragraph 5, above, be canceled only by:
  - (a) mutual consent of both parties, or
  - (b) either party upon giving ninety (90) days written notice to the other, unless otherwise indicated in specific attachments.
7. Should NEFEC be unable to deliver as required in this contract, NEFEC may propose a contract amendment. There is no obligation on the part of the Board to concur in such a proposal or to accept late delivery of any product except and unless the failure to deliver is due to an "act of God" or "force majeure". An "act of God" or "force majeure" is defined as An "act of God" or "force majeure" is defined for purposes of this contract as strikes, lockouts, sit-downs, material or labor restrictions by any governmental authority, unusual transportation delays, riots, floods, washouts, explosions, earthquakes, fire, storms, weather (including wet grounds or inclement weather which prevents construction), acts of the public enemy, wars, insurrections and any other cause not reasonably within the control of NEFEC and which by the exercise of due diligence NEFEC is unable, wholly or in part, to prevent or overcome. Unless this contract is properly amended, in the event of non-delivery, all liability for payments for the product(s) by the Board shall expire on the day following the specified due date.



8. This contract may be changed or modified only by an amendment executed in the same manner as the original.
9. This is a flat fee contract. No amounts will be due, nor will there be any Board obligation, except for payments specified to be made, and then only if products are delivered on or before the date(s) specified or as may be amended pursuant to other provisions in this contract.
10. NEFEC shall provide to the Board written progress reports for each attachment to the contract as may be reasonably requested. Invoices shall be prepared for the amount due as specified in each attachment to the contract and delivered to the district administrator with appropriate reports and/or products. The district administrator will review each report and/or product and confirm to the finance officer over his/her signature on the invoice accompanying such progress and/or final reports that all obligations of NEFEC have been met pursuant to the contract and that payment should be made according to such invoices.
11. The Board agrees as follows:
  - (a) To cooperate in all matters requiring concurrences or approval.
  - (b) To designate in writing to NEFEC a district administrator to act for the Board in all matters pertaining to this contract up to and including all reports, drafts, products and invoices.
  - (c) To pay to NEFEC the amount indicated in each attachment for the product(s) and/or services(s) reflected therein. All payments are due in forty (40) days from the date on the invoice, in accordance to 215.422, Florida Statue. If payment is not made within ninety (90) days service(s) will be discontinued, unless brought to the NEFEC Board's attention for further action.
12. NEFEC agrees to provide the products(s) and/or services(s) as per each attachment to this contract.
13. Each Attachment to this Contract is incorporated by reference herein. Any additional Attachments, executed after the effective date of this Contract, shall be incorporated into this Contract. Said Attachments shall have a signature page and appropriate reference to this Contract.
14. If a conflict arises between the terms of any Attachment and this Contract, the terms of the Attachment shall control.

15. In cases whereby NEFEC receives federal grant dollars and disburses those funds to districts through cash advances and cost reimbursements, the following rules and regulations apply: Subject to the receipt of these funds from the Florida Department of Education and/or the United States Department of Education, NEFEC agrees to compensate the Board, on a cost-reimbursable or cash advance basis. This decision is based upon the specific language in the federal project awarded to NEFEC.
16. This contract is subject to the Laws of the State of Florida, in particular, the below listed provisions found in Sections 287.058, 287.0582, and 215.422, Florida Statutes:

287.058

- (1)
- a. All bills for fees or other compensation for services must be submitted in detail sufficient for a proper pre-audit and post-audit thereof.
  - b. All bills for any travel expenses must be submitted in accordance with Section 112.061, Florida Statutes.
  - c. This contract may be unilaterally canceled by either party hereto if the other party refuses to allow public access to all documents, papers, letters, or other material subject to the provision of chapter 119, Florida Statutes, and made or received by such party in conjunction with this contract.
- (2) An authorized representative of the agency head and NEFEC, prior to the rendering of any contractual service, shall sign the written contract.

287.0582 - The State of Florida's performance obligation to pay under this contract is contingent upon an annual appropriation by the Legislature.

215.422 - Agencies have five (5) working days to inspect and approve goods and services, unless the bid specifications, purchase order or contract specifies otherwise. With the exception of payments to health care providers for hospital, medical, or other health care services, if payment is not available within forty (40) days, measured from the date the invoice is received or the goods or services are received, inspected and approved, whichever is later, a separate interest penalty set by the Comptroller pursuant to Section 55.03, Florida Statutes will be due and payable in addition to the invoice amount. Payments to health care providers for hospitals, medical or other health care services shall be made not more than thirty-five (35) days from the date eligibility for payment is determined. Invoices returned

to a vendor due to preparation errors will result in a payment delay. Invoice payment requirements do not start until a properly completed invoice is provided to the agency.

17. The parties recognize and agree NEFEC is a public entity and is therefore subject to the limitations of liability under the provisions of Sovereign Immunity. All provisions in this contract and any of its attachments or amendments shall be subject to the State of Florida law pertaining to Sovereign Immunity notwithstanding anything to the contrary contained in such documents.

18. LIMITATION OF LIABILITY, WARRANTY, APPLICABLE LAW:

NEFEC shall not be liable to the Board or any third party for any incidental, indirect, exemplary, special or consequential damages, under any circumstances, including, but not limited to, lost revenue or savings, loss of goodwill, or the loss of use of any data, even if NEFEC had been advised of, knew, or should have known, of the possibility thereof. Under no circumstances shall NEFEC's aggregate cumulative liability hereunder, whether in contract, tort, or otherwise, exceed the total amount of fees actually paid by the Board under this annual agreement. The Board acknowledges that the fees paid reflect the allocation of risk set forth in this agreement and that NEFEC would not enter into this agreement without these limitations on its liability.

All software and services are provided "as is" without any warranty whatsoever, including but not limited to any functionality. The Board recognizes that the "as is" clause of this agreement is an important part of the basis of this agreement, without which NEFEC would not have agreed to enter this agreement. Consortium disclaims all warranties, express, implied, or statutory, regarding the software and services, including any warranties of merchantability, fitness for a particular purpose, title, and non-infringement. No representation or other affirmation of fact regarding software and services shall be deemed a warranty for any purpose or give rise to any liability whatsoever. The Board acknowledges that they have relied on no warranties or statements other than as may be set forth herein. It is understood that this agreement includes a release of all known and unknown claims. To the extent permitted by law, NEFEC warrants that any works provided under the agreement do not violate the copyright rights of any third parties and assumes liability for any claims relating to copyright infringement.

This Agreement and any dispute arising hereunder shall be construed in accordance with the laws of the State of Florida without regard to principles of conflict of laws. For the purpose of this Agreement, the Board consents to the personal jurisdiction and venue of the state courts located in Palatka, Putnam County, Florida. If any provision of this Agreement is prohibited by law or held to be unenforceable, the remaining provisions hereof shall not be affected, and this Agreement shall continue in full force and effect as if such unenforceable provision had never constituted a part hereof, and the unenforceable provision shall be automatically amended to so as to best accomplish the objectives of such unenforceable provision within the limits of applicable law. This Agreement may be executed in counterparts, each of which shall be deemed an original but all of which together shall constitute the same instrument. Any waiver of a provision of this Agreement must be in writing and signed by the party to be charged. A valid waiver hereunder shall not be interpreted to be a waiver of that obligation in the future or any other obligation under this Agreement. Subject to the terms of valid attachments, this Agreement constitutes the entire agreement between the parties related to the subject matter hereof, supersedes any prior or contemporaneous agreement between the parties relating to the software and services and shall not be changed except by written agreement signed by an officer of NEFEC.

#### 19. LEGAL RELATIONSHIPS

NEFEC is a regional consortium service organization formed in 1976 with all of the duties and responsibilities as outlined in F.S. 1001.451. The Putnam County School Board is the legal entity designated to act as the parent state agency for NEFEC with the power to enter into contracts for the use and benefit of all Consortium members and participating school boards.

The Board has elected to contract with NEFEC as its agent for the procurement of various services and /or products more specifically described in subsequent contract attachments, which, upon approval become a part of this contract. If any contract entered into by the Putnam County School Board on behalf of NEFEC for the use and benefit of a participating School Board needs to be enforced the parties agree that each member School Board will hire its own counsel and bear its own costs and fees in enforcing the terms of the contract unless a different agreement is reached between the parties.

**ATTACHMENT #23-020-A1 TO CONTRACT # 731-23-020 BETWEEN THE BAKER COUNTY DISTRICT SCHOOL BOARD, HEREIN REFERRED TO AS THE BOARD, AND THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY ON BEHALF OF THE NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM, HEREIN REFERRED TO AS NEFEC, TO PROVIDE INSTRUCTIONAL SERVICES PROGRAMS JULY 1, 2022, TO JUNE 30, 2023:**

**I. OBLIGATIONS OF NEFEC:**

The NEFEC Instructional Services Program agrees to provide the Baker County District School Board the following services:

- A. To coordinate the NEFEC Organization of Educational Leaders (NOEL) meetings. The meetings will provide district level instructional staff with opportunities for networking, sharing effective practices and Florida Department of Education updates.
- B. To coordinate role-alike networking meetings as needed which may include title directors, district data representatives, and mental health contacts.
- C. To provide regional technical assistance in the implementation of legislative mandates and Florida Department of Education initiatives such as accountability requirements, district reading requirements, safety and mental health mandates, required instruction reporting, and B.E.S.T. Standards.
- D. To provide facilitation and coordination of the development of plans required by Florida Statute and/or the Florida Department of Education. This includes the professional learning catalogue, professional development certification plan, endorsement plans, and leadership development plans.
- E. To provide regional grant writing and district grant support through template development. Grant writing will include state, federal, and foundation proposals.
- F. To pursue legislative funding and Florida DOE funding as directed by the NOELs and/or NEFEC Board of Directors.
- G. To provide access to online educational resources through the NEFEC website, including data visualizations and the professional learning registration system.
- H. To facilitate the implementation of a regional professional development certification program.
- I. To facilitate college and career networking, including coordination of two counselor forums and support for the Comprehensive Local Needs Assessment.
- J. To coordinate the instructional materials fair for core subject areas. Coordination includes an evaluation process, the coordination of vendors, compilation of data, and distribution of data summaries.
- K. To provide regional clinical educator and mentor training.
- L. To provide online and regional face-to-face professional learning. This includes standards training, PLCs for school administrators, writing training, and other topics as requested by NOELs.
- M. To provide access to professional learning through established partnerships.
- N. To facilitate and support the NEFEC Board of Directors Leadership Development Project (BODLDP).

**II. OBLIGATIONS OF THE BOARD:**

The Baker County District School Board agrees:

- A. To cooperate expeditiously in all matters requiring concurrence or approval in order that NEFEC will not be unduly delayed in performing contractual obligations.
- B. The Board designates Allen Murphy, a staff member of the Baker County District School Board, to act on behalf of the Board in all matters in connection with this Contract Attachment and approve all reports, drafts, and invoices.
- C. To participate in the NEFEC Organization of Educational Leaders (NOEL).
- D. To serve in an advisory capacity to NEFEC's Instructional Services Department.
- E. To assist in planning and evaluating Instructional Services Program functions.
- F. To pay to NEFEC \$24,343.00 which represents a base fee of \$2,500, plus \$4.50 per FTE. FTE figures based on 2021-22 FEFP Third Calculation. Payments will be due on a semester basis. One-half of the total amount will be invoiced following the signing of this Contract; the remaining amount will be invoiced in January 2023.

**ATTACHMENT #23-020-A6 TO CONTRACT #731-23-020 BETWEEN THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, HEREIN REFERRED TO AS THE BOARD, AND THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY ON BEHALF OF THE NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM, HEREIN REFERRED TO AS NEFEC, FOR THE MAINTENANCE AND SUPPORT OF ENTERPRISE RESOURCE SOFTWARE PURSUANT TO F.S.1011.71 (2) (d).**

This ENTERPRISE RESOURCE SOFTWARE AGREEMENT is entered into, by and between NEFEC and the Board, to provide hosting services, technical support and training for the Skyward Enterprise Resource Software.

This Contract period shall be from July 1, 2022, to June 30, 2023, unless otherwise amended/extended by mutual agreement.

**I. OBLIGATIONS OF NEFEC:**

NEFEC hereby agrees:

- A. To provide hosting capabilities that support the Skyward fully integrated Finance, Human Resource and Student enterprise resource software system.
- B. To ensure Skyward enterprise resource software system is capable of complying with all existing State mandated reporting requirements of school districts.
- C. To provide Tier 1 and advanced technical support and training for the Skyward enterprise resource software system.
- D. Procure necessary third-party applications on behalf of district upon request in support of services outlined herein.
- E. To provide customized reports and visualization of Skyward data via the Skyward database or the Ed-Fi Operational Data Store (FLCODE ODS).
- F. To provide hardware and infrastructure necessary to store Board data, provide access to such data on demand and successfully execute the data functions of the school district in accordance with Exhibit A - ETS Service Level Agreement.
- G. To provide disaster recovery measures which include:
  1. Active replication of district's data files from host to off-site Disaster Recovery site; and
  2. Daily, weekly, and monthly backups; and
  3. Failover to redundant telecommunication link in the event primary circuit fails; and
  4. Conducting an annual test of Disaster Recovery procedures to ensure at a minimum that a payroll cycle can be successfully completed using the off-site Disaster Recovery equipment and files.
- H. To accept the responsibility of being the custodian of the Board's data and to make every effort to protect and secure the data from unauthorized access.
- I. To conduct semi-annual planning meetings with the ETS Advisory Council and develop an annual plan and budget for their review and approval.
- J. To aid and assist member districts in the planning and procurement of hardware to be attached to the NEFEC Educational Technology Services Operations Center.
- K. To provide professional technical staff as approved by the Advisory Council.

- L. To respond on a timely basis to the requests of the member districts and the priorities established through the user committees.
- M. To plan for and provide system support software to meet the needs of the member districts.
- N. To provide technical support to the district MIS Departments.
- O. To provide a User Help Desk Service.
- P. To plan for and provide application software as approved by the Advisory Council to meet the needs of the member districts.

## **II. OBLIGATIONS OF THE BOARD:**

The Board hereby agrees:

- A. To cooperate expeditiously in all matters requiring concurrence or approval in order that NEFEC will not be unduly delayed in performing contractual obligations.
- B. To pay the following annual district assessments:
  - 1. Educational Technology Services Fee - \$182,295 (FTE cost based off the 2021-22 third calculation of the FEFP). The amount includes a \$14,416 base fee plus a graduated rate assessment of \$34.31 for FTE less than 5,000, \$32.60 for FTE between 5,000-9,999, and \$30.88 for FTE greater than 10,000.
  - 2. Skyward Annual License Fees for software maintenance totaling \$56,469.
    - a) \$55,185 – Business and Student
    - b) \$1,284 - LMS/One Roster API
  - 3. NEFEC will invoice the Board on July 1 and January 1 of the fiscal year. Payment will be due within 40 days of receiving the invoice.
- C. To appoint a security officer to control access privileges to the Board's data.
- D. This contractual attachment is incorporated into and subject to all terms and conditions of the master contractual agreement.

## EXHIBIT A

### ETS Service Level Agreement

This Service Level Agreement sets forth the provisions for management and hosting of district data.

1. **Services.** NEFEC shall provide the following services each year:
  - a. Hosting of Skyward Enterprise Resource software and third-party software solutions on NEFEC resources, secured behind the NEFEC firewall; and
  - b. Data security management services to ensure participating districts have secure access to their data; and
  - c. Responsible as the custodian of the district data and to make every effort to protect and secure the data from unauthorized access; and
  - d. Routine maintenance of all infrastructure components in accordance with industry standards; and
  - e. Routine backups of hosted applications and data for purposes of archiving and allowing for recovery in the event of catastrophic failure. Backup data retention protocols are documented in the ETS Disaster/Recovery plan.
2. **Confidentiality.** NEFEC acknowledges and agrees that the algorithms and other materials comprising of Skyward Enterprise Resource software and hosted third party software are Confidential Information.
3. **Uptime Service Level Requirement.** NEFEC shall exercise a best-effort approach to service availability and shall strive to provide an industry standard ninety-nine and 90/100 percent (99.9%) Product Uptime. NEFEC guarantees a ninety-eight and one-half percent (98.5%) Product Uptime, excluding scheduled maintenance. NEFEC shall provide districts with its current maintenance schedule as indicated on the NEFEC Educational Technology Services webpage and will notify districts if that schedule changes. Furthermore, NEFEC shall not be held financially responsible in the event of an unscheduled service/Product availability outage due to an unexpected systems failure, natural disaster, or software fault unrelated to the host server.

#### System Maintenance Schedule:

| Day of Week        | Time              | System Availability           | Skyward Update Activity |
|--------------------|-------------------|-------------------------------|-------------------------|
| Mon - Fri          | 4:00pm - 6:00pm   | Possible performance slowdown | RMAs, Addendums         |
| Saturday           | 6:00pm - 10:00pm  | Limited system availability   |                         |
| Tue, Thu, Sat      | 10:00pm - 11:00pm | System may not be available   | Reboot of servers       |
| Every 3rd Saturday | 6:00pm - 2:00am   | System may not be available   | Releases                |

4. **Effect of Termination.** In the event of the expiration or termination of this Agreement for any reason, NEFEC shall take such action as is reasonably requested by the district in connection with the relocation of the data to a new hosting service.



## EXHIBIT B

### Form of Language to be Included in Board Sublicense Agreements

1. ***Certified Administrator.*** Board acknowledges and agrees to have at least one employee or third-party contractor that has been deemed a Certified Administrator by NEFEC on their current version of the software provided by NEFEC to board. The Certified Administrator must have completed training and/or certification classes with NEFEC's certified instructors on the administration of the software provided by NEFEC to board. Board also acknowledges and agrees that in order to obtain whole version product upgrades, their Certified Administrator(s) may be required to attend training and/or certification classes that explain how to upgrade and administrate the new version of the software products.
2. ***Super Administrator.*** Board shall designate one or more Super Administrators in accordance with data privacy and security requirements of FERPA. Through the Super Administrator(s), Board shall be responsible for assigning and maintaining Roles and Custom Roles (both as defined in the data privacy and security requirements of FERPA) and in order to ensure disclosure of personally identifiable information solely to users with a legitimate need to carry out the purposes of this Agreement.
3. ***Directory Maintenance.*** Board is responsible for maintaining a directory of User IDs for all Authorized Users and associating each User ID with one or more Roles or Custom Roles. Board is responsible for ensuring that its Authorized Users use only their respective assigned User IDs and do not use another's User ID. Board will adopt and maintain such security precautions for User IDs and passwords to prevent their disclosure to, and use by, unauthorized persons.
4. ***Disclosures.*** Through the Super Administrator, board will implement a process to ensure that data aggregated by board for analysis is disclosed only to authorized representatives of board. The Super Administrator may approve disclosures of personally identifiable information to a third party application provider only if specifically authorized by board or if the third party application provider is an authorized representative of a State Educational Agency with respect to its functions for evaluating and ensuring compliance with federal and state supported education programs, board has entered a written or electronic agreement with such third party application provider to obtain services from such provider, the disclosures are needed to provide such services, and such agreement provides that the personally identifiable information will be used only for that purpose and that the personally identifiable information will be destroyed when the service is terminated or when the board data is no longer needed for that purpose.
5. ***Indemnification.*** NEFEC's licensors shall have no liability to board with respect to any infringement or claim thereof that is caused by (i) the use of the software provided by NEFEC to board in a manner for which it was neither designed nor contemplated, or (ii) any unauthorized modification of the software provided by NEFEC to board or combination of the software provided by NEFEC to board with any other product that causes the software provided by NEFEC to board thereof to become infringing.

**ATTACHMENT #23-020-A10 TO CONTRACT 731-23-020 BETWEEN THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, HEREIN REFERRED TO AS THE BOARD, AND THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY ON BEHALF OF THE NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM, HEREIN REFERRED TO AS NEFEC, TO PROVIDE RISK MANAGEMENT SERVICES.**

**This contract period shall be from July 1, 2022, to June 30, 2023, unless otherwise amended/extended by mutual agreement.**

**I. OBLIGATIONS OF NEFEC:**

NEFEC agrees to provide Risk Management Services as follows:

- A. To employ a Risk Management Services team to administer the Risk Management Program in accordance with the policies and procedures adopted by the NEFEC Board of Directors.
- B. To provide general administration of Risk Management activities, consultative services, staff assistance, inspections, and investigations as appropriate, reporting, and data analysis.
- C. To provide protection against losses incurred by the Board as per the Consortium program of insurance.
- D. To provide claims services by contract through an Administrative Services Organization to include the investigation and resolution of claims, both casualty, and property, loss prevention services, collecting and analyzing experience data, and distributing periodic reports of claims activities. The Administrative Service Organization shall be fully authorized in the State of Florida to serve self-insurers for workers' compensation under the provisions of Rule 5.06, Florida Administrative Code.
- E. To provide an evaluation of results achieved through an annual analysis report to the Board. This report will be prepared by the Director, Risk Management Services.
- F. To work cooperatively with a Risk Management Advisory Committee composed of one representative, appointed by the superintendent, from each participating district.
- G. To advise the Risk Management Advisory Committee members of the risks that are in the province of the Risk Management Program.
- H. To provide the administration, staff, and personnel of participating school districts a convenient reference on questions regarding loss prevention, loss control, claims, insurance, and all other risk-related topics.

- I. To provide each participating district with a Risk Management Program Manual, a Claims Processing Manual, and a Loss Control/Safety Manual.
- J. To assist participating school districts with the annual establishment of property values, payroll, personnel accounts, physical facilities, exposures, and other pertinent data required to be adequately protected under the Risk Management Program.

## **II. OBLIGATIONS OF THE BOARD:**

The Board agrees to the following:

- A. To be a member of and participate in the North East Florida Educational Consortium Risk Management Program.
- B. To cooperate expeditiously in all matters requiring concurrence or approval in order that NEFEC will not be unduly delayed in performing contractual obligations.
- C. To designate a specific staff member of the Baker County District School Board and a designated replacement to act on behalf of the Board in all matters relating to this contract attachment and to approve all reports and payments.
- D. To pay a prorated share of the Risk Management Program cost in accordance with the assessment schedule for 2022-23, which is attached to, and becomes a part of the contract attachment when approved.
- E. To pay to NEFEC contingent upon the amount indicated in each attachment for the product(s) and/or service(s) reflected therein. All invoices are due in thirty (30) days from the date of the invoice. After thirty-one (31) days a penalty will commence and be computed at the current SBA daily interest rate plus 2%. Interest will be assessed for ninety (90) days, at which time services will be discontinued unless brought to the NEFEC Board's attention for further action.
- F. Membership in the Risk Management Program shall be on an annual option renewal. In the event of withdrawal from the Risk Management Program, the Board shall provide a sixty (60) day written notice of intent to withdraw and shall subsequently withdraw on the anniversary date of the program. If written notice to withdraw is not provided to the Risk Management Program sixty (60) days prior to the anniversary date, then Board shall renew their participation in the Risk Management Program on the anniversary date. Any district withdrawing from the Risk Management Program shall forfeit all rights to interest earnings and all other assets.
  - (1) If a district withdraws from the Risk Management Program, the length of time required for consideration for readmission would be a minimum of two (2) full program years. If a district should leave the program prior to the end of a program year, they will remain out of the Program for two (2) full program years plus the balance of the current program year.

- (2) If a district withdraws from the Risk Management Program, there shall not be a refund from the earned interest or the loss fund from the effective date of the withdrawal from the Risk Management Program. Any district that withdraws from the Risk Management Program shall continue to be responsible for any assessments for unfunded claim fund losses that may occur and shall be assessed their appropriate percentage of the unfunded claim fund losses.
- G. To agree that all decisions, policies, and procedures adopted by the NEFEC Board of Directors shall be binding. All insurance coverage or policy limits, on any line of coverage, adopted by the NEFEC Board of Directors shall be binding. The district bears sole responsibility for its portion of any insurance claim deductibles.
- H. This contractual attachment is incorporated into and subject to all terms and conditions of the master contractual agreement. This contractual attachment has been modified from the master contractual language for the purpose of the Risk Management Program.
- I. The implementation date for coverage under the Risk Management Program was July 1, 1982, with anniversary dates of July 1 of each year thereafter.

| Assessment Schedule NEPEC Risk Management Program<br>2022-2023<br>Apr-22 |                 |                |  |                |  |                |  |                |                |
|--|-----------------|----------------|--|----------------|--|----------------|--|----------------|----------------|
| Total Due  |                 | 35%            |  | 20%            |  | 20%            |  | 15%            |                |
| Payment Due  |                 | 07/15/22       |  | 08/15/22       |  | 09/15/22       |  | 10/15/22       | 05/01/23       |
| Baker  | \$747,195.55    | \$261,518.44   |  | \$149,439.11   |  | \$149,439.11   |  | \$112,079.33   | \$74,719.55    |
| Bradford   | \$574,520.73    | \$201,082.25   |  | \$114,904.15   |  | \$114,904.15   |  | \$86,178.11    | \$57,452.07    |
| Columbia   | \$1,551,333.20  | \$542,966.62   |  | \$310,266.64   |  | \$310,266.64   |  | \$232,699.98   | \$155,133.32   |
| Dixie  | \$373,406.52    | \$130,692.28   |  | \$74,681.30    |  | \$74,681.30    |  | \$56,010.98    | \$37,340.65    |
| Flagler  | \$1,908,367.07  | \$667,928.47   |  | \$381,673.41   |  | \$381,673.41   |  | \$286,255.06   | \$190,836.71   |
| FLVS   | \$230,188.69    | \$80,566.04    |  | \$46,037.74    |  | \$46,037.74    |  | \$34,528.30    | \$23,018.87    |
| Gilchrist  | \$525,951.70    | \$184,083.09   |  | \$105,190.34   |  | \$105,190.34   |  | \$78,892.75    | \$52,595.17    |
| Hamilton   | \$399,231.90    | \$139,731.17   |  | \$79,846.38    |  | \$79,846.38    |  | \$59,884.79    | \$39,923.19    |
| Hernando   | \$3,428,429.77  | \$1,199,950.42 |  | \$685,685.95   |  | \$685,685.95   |  | \$514,264.47   | \$342,842.98   |
| Levy   | \$855,130.68    | \$299,295.74   |  | \$171,026.14   |  | \$171,026.14   |  | \$128,269.60   | \$85,513.07    |
| Nassau   | \$1,865,073.38  | \$652,775.68   |  | \$373,014.68   |  | \$373,014.68   |  | \$279,761.01   | \$186,507.34   |
| Putnam   | \$1,944,604.49  | \$680,611.57   |  | \$388,920.90   |  | \$388,920.90   |  | \$291,690.67   | \$194,460.45   |
| Union  | \$429,641.83    | \$150,374.64   |  | \$85,928.37    |  | \$85,928.37    |  | \$64,446.27    | \$42,964.18    |
| Totals   | \$14,833,075.51 | \$5,191,576.43 |  | \$2,966,615.10 |  | \$2,966,615.10 |  | \$2,224,961.33 | \$1,483,307.55 |

**ATTACHMENT #23-020-A18 TO CONTRACT #731-23-020 BETWEEN THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, HEREIN REFERRED TO AS THE BOARD, AND THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY ON BEHALF OF THE NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM, HEREIN REFERRED TO AS NEFEC, TO PROVIDE INFORMATION TECHNOLOGY ASSISTANCE AND RELATED SUPPORT SERVICES.**

This Contract period shall be from July 1, 2022, to June 30, 2023, unless otherwise amended/extended by mutual agreement.

**I. OBLIGATIONS OF NEFEC:**

NEFEC hereby agrees:

A. To plan, implement and evaluate all aspects of the Information Technology Program which will include:

1. Providing technical support
  - a) Setup and configure new equipment, hardware and software
  - b) Setup management of network
  - c) Troubleshoot existing technology
  - d) Assist with network design and installation
2. Consulting on infrastructure
  - a) Global network analysis, and advice on network best practices
  - b) Server administration techniques
  - c) Security analysis including spyware, antivirus, and breach potential
  - d) Support for server technologies providing redundancy, failover, and backups.
  - e) Support for VMware and Hyper-V virtualization technologies.
  - f) Support for Network Routing and Switching
  - g) Full support for Internet Service Provider switchovers.
3. Researching Technology
  - a) Disseminate information concerning successful and unsuccessful uses of technology;
  - b) Provide technical information on networking, grant writing, technology planning, and technology trends;
  - c) Provide assistance in connecting the district with vendors for training and support;
4. Facilitating a network of statewide resources with school-based technology programs;
5. Ensuring student testing profile security;
6. Providing third party evaluations;
7. Serving as liaison between the district and DOE to provide a perspective on what is vital and critically important in relation to digital learning implementation;
8. Assisting the district in meeting E-Rate deadlines and complying with regulatory requirements in order to maximize E-Rate funding; and
9. Other tasks as requested by a majority of the NEFEC Board of Directors or the NEFEC Technology Advisory Council (NTAC).

## **II. OBLIGATIONS OF THE BOARD:**

The Board hereby agrees:

- A. To cooperate expeditiously in all matters requiring concurrence or approval in order that NEFEC will not be unduly delayed in performing contractual obligations.
- B. To pay the annual district assessment of \$24,184 (FTE cost based off the 2021-22 third calculation of the FEFP plus Adult FTE). The annual district assessment includes a \$12,000 base fee plus a graduated rate assessment of \$2.49 for FTE less than 5,000, \$1.87 for FTE between 5000-7499, and \$1.26 for FTE greater than 7500. NEFEC will invoice the Board on July 1, 2022. Payment will be due within 40 days of receiving the invoice.
- C. This contractual attachment is incorporated into and subject to all terms and conditions of the master contractual agreement.

**ATTACHMENT # 23-020-A27 TO CONTRACT # 731-23-020 BETWEEN THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, HEREIN REFERRED TO AS THE BOARD, AND THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY ON BEHALF OF THE NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM, HEREIN REFERRED TO AS NEFEC, FOR THE SERVICES OF A BUILDING CODE ADMINISTRATOR.**

This contract period shall be from July 1, 2022, to June 30, 2023, unless otherwise amended/extended by mutual agreement.

**I. OBLIGATIONS OF NEFEC:**

NEFEC hereby agrees to the following:

- A. To employ a Building Code Administrator in accordance with the procedures established by the BCA Advisory Committee. The individual will report to each of the district contacts as well as NEFEC's Associate Executive Director.
- B. To issue all permits required by the Florida Building Code and State Statue 1013.38 (School Boards to ensure that facilities comply with building codes and life safety codes).
- C. Permits issued will cover any new construction, remodeling, and renovations of any facilities and the repair, removal, enlargement, alteration, conversion or replacement of any electrical, gas, mechanical or plumbing systems.
- D. To review and approve plans, and construction documents to be permitted and coordinate plan review with the appropriate fire safety inspector.
- E. To inspect all phases of the construction project for the required inspections and visit the job site to coordinate the construction process.
- F. To meet with contractors, architects, and engineers on preconstruction planning and during the construction project.
- G. To issue an annual maintenance permit as required by State Statue 553.80(6) (d) and SREF.
- H. To review district annual facility maintenance permit work orders for compliance with the State Statues, State Requirements for Educational Facilities (SREF), Florida Building Code and the Florida Fire Prevention code.
- I. To perform code compliance inspections for work orders that fall under the annual facility maintenance permit. This includes any alterations to existing electrical, gas, mechanical, plumbing systems. Any emergency repairs, minor renovations, and minor remodeling as long as the projects do not exceed \$200,000.00 per project.
- J. To issue day labor project permits for any construction projects estimated to cost \$200,000.00 or less and perform code compliance inspections.
- K. To provide training and updates for the Florida Building Code and the State Requirements for Educational Facilities (SREF) for maintenance personnel.
- L. To perform annual inspections for all portable classrooms as required by SREF and the Florida Building Code.



## II. OBLIGATIONS OF THE BOARD:

The Board hereby agrees:

- A. To cooperate expeditiously in all matters requiring concurrence or approval in order that NEFEC will not be unduly delayed in performing contractual obligations.
- B. To designate Denny Wells, a staff member of the Baker County District Schools, to act on behalf of the Board in all matters in connection with this contract attachment and approve all reports, drafts and invoices.
- C. To provide temporary office space as needed by staff.
- D. To pay NEFEC \$25,180.29, which is a proportionate share of the agreed upon budget for FY 2022-2023. Participating districts include Baker, Gilchrist, Hamilton, Levy, Suwannee and Union Counties.
- E. That participation in this program shall be on the annual option renewal. In the event of withdrawal from this program, the Board shall provide a sixty (60) day written notice of intent to withdraw and subsequently withdraw at fiscal year end June 30, 2023.

That this contractual attachment is incorporated into and subject to all terms and conditions of the master contractual agreement.

**ATTACHMENT #23-020-A43 TO CONTRACT #731-23-020 BETWEEN THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, HEREIN REFERRED TO AS THE BOARD, AND THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY ON BEHALF OF THE NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM, HEREIN REFERRED TO AS NEFEC, TO PROVIDE HUMAN RESOURCE MANAGEMENT NETWORK SERVICES AND RELATED SUPPORT SERVICES:**

**I. OBLIGATIONS OF NEFEC:**

NEFEC agrees to the following:

- A. Assist Human Resources Management Network members in streamlining their Human Capital Management Systems.
- B. Facilitate networking and sharing of best practices.
- C. Assist districts in planning and coordinating targeted professional development for Human Resource Management Network members.
- D. Collaborate and inform members of the Human Resource Management Network on all matters related to innovative recruitment and retention initiatives/strategies.
- E. Provide training and support for implementation of Skyward Fast Track.
- F. Assist participating districts in developing recruitment programs and marketing materials.
- G. Target specific universities and teaching colleges within Florida and out-of-state (if applicable) for recruitment visits (includes registration fees for respective career fairs).
- H. Coordinate with district staff to plan a recruitment event for the Northeast Florida Region based on district's needs.
- I. Work with districts and NEFEC staff to implement comprehensive induction programs that include mentoring, staffing high need/critical areas, alternative certification options, and community involvement in welcoming and supporting new teachers.
- J. Work with districts on grow your own teacher initiatives.
- K. Serve as a liaison with the Florida Department of Education's Recruitment and Retention Office and work to secure support for NEFEC recruitment initiatives.
- L. Assist districts with the use of Human Capital Management System data.
- M. Facilitate Human Resource related professional learning as needed.
- N. Provide technical assistance with legislation.

**II. OBLIGATIONS OF THE BOARD:**

The Board agrees:

- A. To designate the following district staff member Robyn Mobley, to act as the Human Resource Management Network contact.
- B. To pay NEFEC \$4,403.64 based on \$.66/FTE (FTE figures are based on the 2021-2022 FEFP Third Calculation enrollment of 4,854) plus \$1,200.00 base fee. NEFEC will invoice the Board upon receipt of this properly signed contract.
- C. To cooperate expeditiously in all matters requiring concurrence or approval in order that NEFEC will not be unduly delayed in performing contractual obligations.
- D. This contractual attachment is incorporated into and subject to all terms and conditions of the master contractual agreement.

**ATTACHMENT #23-020-A45 TO CONTRACT #731-23-020 BETWEEN THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, HEREIN REFERRED TO AS THE BOARD, AND THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY ON BEHALF OF THE NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM, HEREIN REFERRED TO AS NEFEC, TO PROVIDE DOCUMENT ARCHIVING SERVICES.**

This Contract period shall be from July 1, 2022, to June 30, 2023, unless otherwise amended/extended by mutual agreement.

**I. OBLIGATIONS OF NEFEC:**

NEFEC hereby agrees:

- A. To plan, implement and evaluate all aspects of the Document Archiving Project including the following:
  - a. Assess district needs and priorities relative to document archiving;
  - b. Provide technical assistance and support as needed for document archive questions and initiatives and program planning;
  - c. Provide secure access to the document archive for authorized district personnel;
  - d. Provide backup and archiving services to protect district document integrity;
  - e. Provide initial allocation of 20GB of storage space for document storage. Additional storage space provided at an annual cost of \$100 per additional 20GB used, to be assessed annually at renewal time;
  - f. Coordinate needs assessments, surveys, and communications;
  - g. Coordinate workshops or training sessions for as needed; and
  - h. Perform other tasks as requested by a majority of the NEFEC Board of Directors.

**II. OBLIGATIONS OF THE BOARD:**

The Board hereby agrees:

- A. To be a member of and participant in the North East Florida Educational Consortium Document Archive Project.
- B. To cooperate expeditiously in all matters requiring concurrence or approval in order that NEFEC will not be unduly delayed in performing contractual obligations.
- C. To pay the annual district assessment of \$691.47 plus surcharge for any additional disk storage space used:
  - a. First 20GB storage space included in base assessment.
  - b. Additional disk space allocated: 0 GB.
  - c. Current surcharge for additional space: \$ 0.00,
  - d. Total Due: (Annual Fee) \$ 691.47 + (Surcharge) \$ 0.00 = \$ 691.47.
  - e. Payment will be due within 0 days of receiving the invoice.
- D. To designate the District Document Archiving contact: Tin Ambrose
- E. This contractual attachment is incorporated into and subject to all terms and conditions of the master contractual agreement.

**ATTACHMENT #23-020-A47 TO CONTRACT #731-23-020 BETWEEN THE DISTRICT SCHOOL BOARD OF BAKER COUNTY, HEREIN REFERRED TO AS THE BOARD, AND THE DISTRICT SCHOOL BOARD OF PUTNAM COUNTY ON BEHALF OF THE NORTH EAST FLORIDA EDUCATIONAL CONSORTIUM (NEFEC) TO PROVIDE VIRTUAL INSTRUCTION PROGRAM (VIP) SERVICES COMMENCING JULY 1, 2022, AND ENDING AUGUST 31, 2023:**

**WHEREAS**, the 2008 Legislature created Florida Statute 1002.45, an act relating to virtual instruction programs that requires school districts to implement K-12 virtual instruction programs, and

**WHEREAS**, school districts are authorized in F.S. 1002.45 to establish Florida Virtual School franchises, provide district-run programs, and enter into multi-district contractual arrangements through a regional consortium, and

**WHEREAS**, NEFEC has contracted with Florida Virtual School (FLVS), K12 Florida LLC, and Apex Learning.

**NOW THEREFORE**, NEFEC and the Board enter into this Attachment and agree as follows:

**I. NEFEC agrees as follows:**

- A. To comply with all requirements of Section 1002.45, Florida Statutes and with disclosure requirements adopted in rule by the State Board of Education.
- B. To assist the school district in providing timely written notifications to parents about opportunities to participate in a VIP and the dates of open enrollment periods listed in Section 1002.45(10) and 1002.45(1)(a)2.(b), Florida Statutes.
- C. To assist the school district in determining a student's eligibility to participate in a VIP option as listed in Section 1002.455, Florida Statutes.
- D. To ensure that students enrolled in a district VIP serviced by NEFEC are equipped with all necessary instructional materials per Section 1002.45(3)(c), Florida Statutes.
- E. To assist the school district in establishing procedures to monitor compulsory attendance requirements in a VIP per Section 1002.45(6)(a), Florida Statutes.
- F. To assist the school district in monitoring online providers compliance with contract terms, such as the providers quality of virtual instruction, provision for data quality requirements, and provisions specifying the minimum required security controls the school district is expected to have in place to protect the confidentiality, availability, and integrity of sensitive educational data.
- G. To facilitate an online application and enrollment process for potential VIP students, ongoing VIP students, and district students within district-run virtual instruction programs.
- H. To recruit, train, provide, and pay virtual instructors for district-run virtual instruction programs.
- I. To oversee the NEFEC web-based portals for participating district-run virtual instruction programs.
- J. To provide evidence that all virtual instructors have passed a background screening as required by Section 1012.32, Florida Statutes, using state criminal history records from the Florida Department of Law Enforcement.

- K. To ensure that all virtual instructors are highly qualified and hold a valid Florida Teaching Certificate.
- L. To assign virtual instructors to courses and students.
- M. To enroll approved students in courses.
- N. To monitor NEFEC-contracted virtual instructors.
- O. To pay Florida Virtual School, K12 Florida LLC, and Apex Learning the contracted fees pursuant to student participation and successful completion.
- P. To hold all information as confidential and not use such data for any purpose other than providing services and support to districts under this agreement. NEFEC shall use all such data and personally identifiable information in compliance with all applicable laws.
- Q. To provide all confidential and identifiable information to districts via secure transmission methods, such as encrypted documents or use of available SFTP folders for each district.
- R. To ensure that acceptable student-teacher ratios are established to ensure the number of students in the district VIP classes are not excessive.
- S. To disclose student-teacher ratios as requested by individual districts contracted with NEFEC.
- T. To provide all successful completion of courses to the Board for students enrolled in both full-time and part-time virtual instruction program in grades K-12 so that the District can confirm that a student has satisfied the requirements for graduation in Section 1003.428, Section 1003.429, or Section 1003.43, Florida Statutes.
- U. To follow the method listed below for conflict resolution:  
Any dispute concerning performance of the contract shall be decided by the Board's designated contract manager, who shall reduce the decision to writing and serve a copy to NEFEC. The decision shall be final and conclusive unless within ten (10) days from the date of receipt, NEFEC files with the Board a petition for administrative hearing. The Board's decision on the petition shall be final, subject to NEFEC's right to review pursuant to Chapter 120 of the Florida Statutes. Exhaustion of administrative remedies is an absolute condition precedent to NEFEC's ability to pursue any other form of dispute resolution, provided, however, that the parties may employ the alternative dispute resolution procedures outlined in Chapter 120.
- V. To only terminate this contract before its expiration as follows: a) both Parties agree in writing to the termination; or b) if either Party materially breaches the contract and fails to cure such breach within ninety (90) days following written notification of such breach from the other Party, the non-breaching Party may elect to terminate.
- W. To invoice the District no less than three times a year as follows for services offered through August 31, 2023. Invoices will be generated at the end of the first semester (Cycle 1), at the end of second semester (Cycle 2), and at the end of summer (Cycle 3) per the costs of individual products listed in the following Online Course Provider tables below.

**Online Course Provider: K12 Florida LLC**

| 7001 - Part Time (up to 3 courses)  |                                |                    |                     |                     |
|---|--------------------------------|--------------------|---------------------|---------------------|
| Comprehensive program including content, hosting, materials, and instruction with K12 instructors.<br>Serves students enrolled in grades K-12   |                                |                    |                     |                     |
| K12 Fully Managed Program   | Curriculum and Instruction Fee | Administration Fee | Total Not to Exceed |                     |
| Single Course K-5 (Per Semester)  | \$295/semester                 | \$15/semester      | \$310/semester      |                     |
| Single Course 6-12 (Per Semester)   | \$370/semester                 | \$15/semester      | \$385/semester      |                     |
| Single Course 6-12 (Per Semester)<br>FuelEd Platform  | \$225/semester                 | \$15/semester      | \$240/semester      |                     |
| AP Single Course (Per Semester)<br>FuelEd Platform  | \$245/semester                 | \$15/semester      | \$260/semester      |                     |
| Single Course-Career Focused Pathways<br>(non-AP) FuelEd Platform   | \$344/semester                 | \$15/semester      | \$359/semester      |                     |
| Career Exploration<br>FuelEd Platform   | \$10/enrollment                | \$5/enrollment     | \$15/enrollment     |                     |
| 7001 - Full Time  |                                |                    |                     |                     |
| Comprehensive program including content, hosting, materials, advisor support and instruction with K12 instructors.<br>Serves students enrolled in grades K-12   |                                |                    |                     |                     |
| K12 Fully Managed Program   | Curriculum and Instruction Fee | Administration Fee | Total Not to Exceed |                     |
| Full-time up to 6 courses (Per Semester)  | \$2,147.50/semester            | \$60/semester      | \$4,415/year        |                     |
| Billing:  |                                |                    |                     |                     |
| <ul style="list-style-type: none"><li>• The district will be charged for the K12 Curriculum and Instruction Fee for each course after 30 days.</li><li>• The full Administration Fee is charged at the end of each semester.</li><li>• No additional fees will be charged for a student for any month following notice to NEFEC of the student's withdrawal from the course(s).</li></ul> |                                |                    |                     |                     |
| 7023 - Elementary Part Time (up to 3 courses)   |                                |                    |                     |                     |
| Comprehensive program including content, hosting, materials, and instruction with MDVS instructors.<br>Serves students enrolled in grades K-5   |                                |                    |                     |                     |
| MDVS Instructor   | Curriculum Fee                 | Administration Fee | MDVS Instructor Fee | Total Not to Exceed |
| Single Course K-1 (Per Semester)  | \$170/semester                 | \$30/semester      | \$60/semester       | \$260/semester      |
| Single Math or ELA Course 2-5 (Per Semester)  | \$170/semester                 | \$30/semester      | \$100/semester      | \$300/semester      |
| Single Course 2-5 (Per Semester)  | \$170/semester                 | \$30/semester      | \$60/semester       | \$260/semester      |

| 7023 - Elementary Full Time (5 courses)  |                                  |                                     |                                  |                     |
|--|----------------------------------|-------------------------------------|----------------------------------|---------------------|
| Comprehensive program including content, hosting, materials, and instruction with MDVS instructors.<br>Serves students enrolled in grades K-5  |                                  |                                     |                                  |                     |
| MDVS Instructor  | Curriculum Fee<br>(\$170/course) | Administration Fee<br>(\$30/course) | MDVS Instructor Fee              | Total Not to Exceed |
| Full-Time K-1<br>(Per Semester)  | \$850/semester                   | \$150/semester                      | \$300/semester                   | \$2,600/year        |
| Full-Time 2-5<br>(Per Semester)  | \$850/semester                   | \$150/semester                      | ELA & Math\$200/semester         | \$2,760/year        |
|  |                                  |                                     | All Others \$180/semester        |                     |
| 7023 - Elementary Full Time (6 courses)  |                                  |                                     |                                  |                     |
| Comprehensive program including content, hosting, materials, and instruction with MDVS instructors.<br>Serves students enrolled in grades K-5  |                                  |                                     |                                  |                     |
| MDVS Instructor  | Curriculum Fee<br>(\$170/course) | Administration Fee<br>(\$30/course) | MDVS Instructor Fee              | Total Not to Exceed |
| Full-Time K-1<br>(Per Semester)  | \$1,020/semester                 | \$180/semester                      | \$360/semester                   | \$3,120/year        |
| Full-Time 2-5<br>(Per Semester)  | \$1,020/semester                 | \$180/semester                      | ELA & Math \$200/semester        | \$3,280/year        |
|  |                                  |                                     | All others \$240/semester        |                     |
| Billing:   |                                  |                                     |                                  |                     |
| <ul style="list-style-type: none"><li>• The district will be charged for the K12 Curriculum for each course after 30 days.</li><li>• The full Administration Fee is charged at the end of each semester.</li><li>• The Instructor Fee will be charged per successful course completion.</li><li>• No additional fees will be charged for a student for any month following notice to NEFEC of the student's withdrawal from the course(s).</li></ul> |                                  |                                     |                                  |                     |
| K12 Florida LLC/HEAL<br>(Homebound Education/Alternative Learning)   |                                  |                                     |                                  |                     |
| Comprehensive program including content, hosting, materials, customizations, advisor support and instruction with K12 instructors.<br>Serves students enrolled in grades K-12  |                                  |                                     |                                  |                     |
| Weekly Fee with FuelEd Instructor  |                                  |                                     | \$125/week (4-week minimum)      |                     |
| Administration Fee   |                                  |                                     | \$60 (one-time fee, per student) |                     |
| Billing:   |                                  |                                     |                                  |                     |
| <ul style="list-style-type: none"><li>• Costs set forth above for each student are “not-to-exceed” figures.</li><li>• The fee for each student using FuelEd Online Course curriculum includes content, instruction, hosting, materials, and additional customizations.</li><li>• Students can take a single course up to a full-time course load for the \$125/week fee.</li></ul>   |                                  |                                     |                                  |                     |

**Online Course Provider: District Franchise of Florida Virtual School**

| 7004 - District Franchise of Florida Virtual School  |   |   |   |
|--|---|---|---|
| Comprehensive program including content, hosting, and instruction with MDVS instructors. Fees for FLVS course offerings include curriculum fees, administration fees, and instructor fees. |   |   |   |
| Serves students enrolled in grades 6-12  |   |   |   |
| Courses  | Curriculum Fees Per Half Credit/ Semester (Not to Exceed) | Courses                                 | Curriculum Fees Per Half Credit/ Semester (Not to Exceed) |
| Accounting Applications  | \$73.00   | Digital Art Imaging                     | \$46.00   |
| AP Calculus AB   | \$48.00   | Guitar                                  | \$58.00   |
| AP Calculus BC   | \$48.00   | Introduction to the Teaching Profession | \$45.00   |
| AP Computer Science  | \$53.00   | Leadership Skills Development           | \$65.00   |
| AP Psychology  | \$56.00   | M/J Guitar                              | \$58.00   |
| AP United States Government and Politics   | \$76.00   | M/J Peer Counseling                     | \$65.00   |
| AP US History  | \$63.00   | Math for College Readiness              | \$55.00   |
| Calculus Honors  | \$48.00   | Outdoor Education                       | \$76.00   |
| Career Research and Decision Making  | \$65.00   | Peer Counseling 1                       | \$65.00   |
| Computer and Network Security Fundamentals   | \$57.00   | Peer Counseling 2                       | \$65.00   |
| Critical Thinking and Study Skills   | \$65.00   | All other franchise courses             | \$43.00   |
| Drivers Education  | \$69.00   |   |   |
| **MDVS may offer additional or updated FLVS courses, not to exceed \$100 for the curriculum fee and additional, appropriate fees.  |   |   |   |
| Billing:   |   |   |   |
| • District will be charged the Curriculum Fee once the student achieves 20% course completion OR is in active status in VSA for a minimum of 30 days.                                      |   |   |   |
| • District Facilitated Courses - Administration Fee is charged with Curriculum Fee.  |   |   |   |
| • Administration Fee Per Half Credit/Semester Successful Completion is \$50.   |   |   |   |
| • Administration Fee Per Half Credit/Semester Using District Paid Instructor is \$15.  |   |   |   |
| • Administration Fee and Instructor Fee will be charged upon successful course completion.   |   |   |   |
| • Instructor fees are based on expertise, critical shortage area, course workload, and program number as follows:  |   |   |   |
| • Tier 1 - \$150   |   |   |   |
| • Tier 2 - \$135   |   |   |   |
| • Tier 3 - \$120   |   |   |   |



**7004 - ELEMENTARY OPTIONS**

Comprehensive program including content, hosting, and instruction with MDVS instructors. Students may register for a single segment (semester) of a course up to full-time enrollment that consists of 6 courses per semester. Students may choose from 4 core courses including English Language Arts, Mathematics, Science and Social Studies. Elective choices include Art, Physical Education, Spanish and Technology.

Serves students enrolled in grades K-5

| <b>MDVS Instructor</b>   | <b>Curriculum Fee<br/>(\$43/course)</b> | <b>Administration<br/>Fee<br/>(\$50/course)</b> | <b>MDVS Instructor Fee<br/>(Core \$150/course<br/>Elective \$120/course)</b> | <b>Total<br/>Not to<br/>Exceed</b> |
|--|---|---|--|------------------------------------|
| Full-Time<br>(4 core courses/<br>semester)<br>(2 elective courses/<br>semester)  | \$258/semester                          | \$300/semester                                  | Core - \$600/semester<br>Elective - \$240/semester                           | \$2,796/year                       |
| <b>Billing:</b> <ul style="list-style-type: none"> <li>• District will be charged the Curriculum Fee once the student achieves 20% course completion OR is in active status in VSA for a minimum of 30 days.</li> <li>• Administration Fee and Instructor Fee will be charged upon successful course completion.</li> <li>• District Facilitated Courses - Administration Fee is charged with Curriculum Fee.</li> </ul> |   |   |  |                                    |

**II. The Board agrees as follows:**

- A. To comply with all requirements of Section 1002.45, Florida Statutes and with disclosure requirements adopted in rule by the State Board of Education.
- B. To establish a district Instructional Virtual Education contact.
- C. To establish a district MIS Virtual Education contact.
- D. To attend MyDistrict Virtual School VIP meetings as requested.
- E. To establish and maintain the school/reporting designations determined by the Florida Department of Education to report students participating in MyDistrict courses in programs such as 7001, 7004, 7006, and 7023.
- F. To provide, upon request, a detailed curriculum plan outlined in the school district's student progression plan illustrating how students will be provided services and be measured for attainment of proficiency in the Florida Standards for each grade level and subject.
- G. To provide verification of student VIP eligibility, as appropriate.
- H. To verify need and provide the required technology for VIP students who qualify.
- I. To approve virtual student course requests.
- J. To monitor virtual student progress.
- K. To communicate with all caregivers of students participating in virtual courses.
- L. To communicate with and schedule students for Advanced Placement® and state-required assessments.
- M. To make timely payment earned by the Advanced Placement® instructor of record for successful student completion of Advanced Placement® Exams.
- N. To coordinate with caregivers on reclaiming non-consumable materials.
- O. To report FTE and all other DOE survey information.
- P. To input student demographic, scheduling, and grade data as needed into the District database(s).

- Q. To recommend the appropriate provider option for high school students based on their academic needs.
- R. To recommend the appropriate curriculum choice for students where supplemental material is warranted.
- S. To make timely payment of NEFEC invoices per the fees noted in item I. W of this contract attachment, to include services for students who have been granted summer instruction beyond the 180-day school calendar, ending no later than August 31, 2023.
- T. To follow the method listed below for conflict resolution: Any dispute concerning performance of the contract shall be decided by the Board's designated contract manager, who shall reduce the decision to writing and serve a copy to NEFEC. The decision shall be final and conclusive unless within ten (10) days from the date of receipt, NEFEC files with the Board a petition for administrative hearing. The Board's decision on the petition shall be final, subject to NEFEC's right to review pursuant to Chapter 120 of the Florida Statutes. Exhaustion of administrative remedies is an absolute condition precedent to NEFEC'S ability to pursue any other form of dispute resolution, provided, however, that the parties may employ the alternative dispute resolution procedures outlined in Chapter 120.
- U. To only terminate this contract before its expiration as follows: a) both Parties agree in writing to the termination; or b) if either Party materially breaches the contract and fails to cure such breach within ninety (90) days following written notification of such breach from the other Party, the non-breaching Party may elect to terminate.
- V. To be responsible for all debts for the Board's Virtual Instruction Program that arise out of NEFEC's performance of this contract if the contract is not renewed or is terminated. This does not excuse the Board from paying any obligations incurred resulting from its obligations under this contractor from the payment of any debts incurred under this contract for termination unless such termination is as provided for in II. U.



# Baker County School District

F.D. (Denny Wells), Director  
270 Jonathan Street – Macclenny, Florida 32063  
904-259-5420



June 7, 2022

Mrs. Sherrie Raulerson  
Superintendent of Schools  
Baker County School District  
370 South Blvd. East  
Macclenny, Florida

Dear Mrs. Raulerson:

It is with regret that I must once again bring a change order for the Baker County High School Chiller Project to the School Board for their approval. This change order is for **\$49,928.00**.

It appears that once again, through inaction by Florida Power and Light they decided to relocate the transformer from the location suggested by the design team. The location is closer to their pole, which reduces FPL's primary service and greatly increases the secondary service that has to be paid for by the project. This moving of the transformer is resulting in Ladson Corporation having to run their connectors a longer distance than was planned for in the previous change order. Because FPL failed to respond to the design documents submitted to them for their approval over a year ago, and in the interest of keeping the project moving to have the project completed by the start of the 2022/23 school year, the decision was made to have Ladson price the proposed design. A contingency was added with the hope that it would cover any incidental changes FPL made. Unfortunately, the change they made was far greater than anticipated. It should be noted that the district's architect, electrical engineer and project construction company have worked tirelessly together to make adjustments to the original plans in an effort to greatly reduce the amount of this change order.

I have reached out to our Account Representative at Florida Power and Light and finally got to talk with her on Thursday, June 1, 2022 about this issue. As a result of that conversation, Bill Bishop once again sent the plans to FPL via Ms. Hudson. (Attachment)

Should you have any questions concerning this request, please feel free to contact me your convenience.

Sincerely yours,

F.D. Wells,  
Director of Facilities and Maintenance



# Baker County Public Schools Support Services

Sherrie Raulerson, Superintendent of Schools

392 South Boulevard East, Macclenny, Florida 32063

Telephone: (904) 259-6251

www.bakerk12.org

Fax: (904) 259-2825



DATE: June 1, 2022  
TO: Sherrie Raulerson, Superintendent  
FROM: Teri Ambrose, Executive Director for Support Services *MTA*  
RE: Request for Disposal of Obsolete Equipment

Please request Board approval for the following property items to be deleted from inventory. These items are obsolete and/or broken beyond repair and no longer in use. These items will be stored in surplus until they can be disposed of properly:

19521 (2007) MacBook Pro  
19520 (2007) MacBook Pro  
18360 (2003) IBM Laptop  
18301 (2001) Fujitsu Laptop  
17597 (2001) Fujitsu Laptop PC  
14758 (1999) Laptop Computer  
16785 (2001) Computer Hard Drive

If you have any questions, please let me know. Thank you for your assistance in this matter.

"Preparing individuals to be lifelong learners, self-sufficient, and responsible citizens of good character"

#### DISTRICT SCHOOL BOARD MEMBERS

Tiffany McInarnay, District 1 🐾 Richard Dean Griffis, District 2 🐾 Paula T. Barton, District 3 🐾 Charlie M. Burnett, III, District 4 🐾 Amanda Hodges, District 5

AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION



# Baker County Public Schools



Tonya Tarte, Director of Nutrition Services, Purchasing & Warehouse

270 South Boulevard East, Macclenny, Florida 32063

Telephone: (904) 259-4330

www.bakerk12.org

Fax: (904) 259-2825

TO: Sherrie Raulerson, Superintendent of Schools

FROM: Tonya Tarte, Director of Nutrition Services

RE: Removal of Property from Inventory List

DATE: June 7, 2022

I would like to request school board approval to remove the items listed below from the school district's inventory. These items are obsolete or broken beyond financially sound repair.

|       |                                |
|-------|--------------------------------|
| 14835 | TEK Resource Rack Mount Server |
| 14974 | TEK Resource Rack Mount Server |
| 17521 | APS Matrix 5000XR 5PC          |
| 17574 | Premio Computer CPU            |
| 17589 | Perle Modem                    |
| 17598 | Premio Computer                |
| 17602 | Premio Computer                |
| 17604 | Pinacle CD Software            |
| 17605 | Pinacle CD Software            |
| 17618 | Fujitsu Laptop Computer        |
| 17620 | IBM Computer                   |
| 17638 | IBM Computer                   |
| 17639 | IBM Computer (MT/M 8432-98U)   |
| 17668 | HP Tape Backup System          |
| 6979  | File Cabinet                   |
| 17621 | IBM Computer                   |
| 17640 | IBM Computer                   |
| 17709 | IBM ThinkCentre M82            |
| 7671  | Multi Media Storage Cabinet    |
| 8167  | Convection Steamer             |

|       |                               |
|-------|-------------------------------|
| 12910 | Industrial Mixer              |
| 13850 | Ice Maker                     |
| 9917  | Image Masking Machine         |
| 17570 | Filing Cabinet                |
| 8476  | Small Mixer                   |
| 8477  | Small Mixer                   |
| 1889  | Large Mixer                   |
| 21245 | Gas Oven                      |
| 1867  | Kettle                        |
| 10632 | Food Cabinet                  |
| 21245 | Blodgett Oven                 |
| 6976  | Ice Machine                   |
| 15391 | LCD Desktop Touch Monitor 15  |
| 15392 | 15" LCD Desktop Touch Monitor |
| 17677 | CSR Computer                  |
| 17689 | POS Computer                  |

When possible, these items will be disposed of in a proper manner.

Should you have any questions concerning this request, please feel free to contact me at your convenience.



392 South Boulevard, East • Macclenny, Florida 32063

**Tonya L. Tarte**

Director of Nutrition Services, Purchasing and Warehousing

*"Where Children Are First!"*

Phone: (904) 259-4330

www.baker.k12.fl.us

Fax: (904) 259-2825

---

To: Sherrie Raulerson, Superintendent of Schools

From: Tonya L. Tarte, Director of Nutrition Services, Purchasing and Warehousing

Re: **Emergency Contract Agreement between Power Buying Group and Purchase Smaart for Mainline Food Items**

Date: June 9, 2022

---

Our district is part of the P.O.W.E.R. Buying Group (PBG) for purchase of mainline food items used for School Nutrition Services. PBG entered into agreement with Purchase Smaart utilizing Sysco Foodservice for distribution of mainline food items for the 2022-2023 school year.

I am seeking approval to accept the utilization of Sysco Foodservice for mainline food items via PBG agreement with Purchase Smaart for the contract period from July 1, 2022 through June 30, 2023.

Thank you for your time and consideration of this recommendation.

cc: Teri Ambrose, Executive Director for Support Services

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An Equal Access/Equal Opportunity Institution



## The P.O.W.E.R Buying Group

### First Amendment to Agreement with Purchase Smaart

THIS FIRST AMENDMENT TO THE AGREEMENT ("First Amendment") is entered into by and between the P.O.W.E.R. Buying Group (hereinafter "PBG"), and Purchase Smaart GPO, S Corp (hereinafter "Contractor") whose address is 514 Tera Plantation Lane, Debary Florida 32713.

WHEREAS, Pursuant to the Emergency Contract between PBG and Contractor entered into on February 16, 2022, with a start date of July 1, 2022, to contract with a Food and Supply Distributor that will procure, warehouse and deliver school food service products and supplies to the PBG member districts.

WHEREAS the parties desire to amend the Agreement to use the services of the recommended Food and Supply Distributor and subsequent pricing for deliveries and terms for services.

NOW, THEREFORE, the parties hereto amend the Agreement as follows:

Purchase Smaart (PS) is recommending that the PBG accept the proposal from Sysco Foodservice for distribution to all 28 counties effective July 1, 2022.

Note: Purchase Smaart is working with Sysco for a timeline to eliminate warehouse deliveries to Volusia County, Lee County, and Osceola County.

#### Distribution Agreement Details

**Staffing:** Purchase Smaart has hired one dedicated Manager of K-12 for the PBG, and we are looking to add one additional K-12 administrator to assist our dedicated Manager of K-12.

Sysco will allow PBG member districts with current Sysco emergency contracts, at their discretion, may cancel their Sysco emergency contract and enter and the Purchase Smaart agreement effective July 1, 2022. Additionally, Sysco is allowing the current PBG emergency contract with them to be voided as of June 30, 2022, so all PBG members will be using the emergency contract with Purchase Smaart beginning July 1, 2022.

**Fixed Fee:** Effective July 1, 2022, all distributor fixed fees will be set as follows

- a) Sysco to School Case fee: \$3.85 Vs \$4.51 (fixed fee includes .40 PS Fee)
- b) Sysco to District Warehouse Case fee: \$3.39 Vs \$4.51 (fixed fee includes .40 PS Fee)

Don't SR



**Invoice Pricing:** Purchase Smaart has negotiated fixed pricing as outlined below

- a) Manufacturer Contract Products will be locked in for the term of manufacturer agreement.
- b) Market items will be locked in for 30 days.
- c) Commodity Market items will be locked in weekly.

**Minimum Delivery:** Minimum delivery to either school to school or central warehouse must meet one of the following criteria:

- a) 50 case per delivery, or
- b) \$1,500 per delivery, or
- c) Biweekly delivery

**Sysco Brands Incentive/Benchmark**

**Sysco to School Matrix:**

| <u>Sysco Brand % Improvement (\$\$):</u> | <u>Change in Fee:</u> | <u>New Fee/Case:</u> |
|--|-----------------------|----------------------|
| 16-17.99                                 | None                  | \$3.85               |
| 18-20%                                   | -10/cs                | \$3.75               |
| 20% +                                    | - 10/cs               | \$3.65               |

**Sysco to Warehouse Matrix:**

| <u>Sysco Brand % Improvement (\$\$):</u> | <u>Change in Fee:</u> | <u>New Fee/Case:</u> |
|--|-----------------------|----------------------|
| 16-17.99%                                | None                  | \$3.39               |
| 18-20%                                   | -10/cs                | \$3.29               |
| 20%+                                     | -10/cs                | \$3.19               |

Sysco agrees to review and adjust this program every Six Months (semi- annually) for the first year of the contract (7/1/2022-6/30/2023) and annually thereafter.

In the unlikely event that the Sysco Brand % drops below 16%, Sysco will increase the distribution fee by \$0.10/cs, for each 1% drop in Sysco Brand purchases.

DMH (SK)

**Fuel Charge Schedule:** [Http://www.eia.gov/oog/info/wohdp/diesel.asp](http://www.eia.gov/oog/info/wohdp/diesel.asp)

| Average EIA Value (per<br>gallon)            | Surcharge Per<br>Delivery |
|--|---------------------------|
| Less than \$3.00 (" <i>Base<br/>Range</i> ") | None                      |
| \$3.00 to \$3.09                             | \$1.00                    |
| \$3.10 to \$3.19                             | \$2.00                    |
| \$3.20 to \$3.29                             | \$3.00                    |
| \$3.30 to \$3.39                             | \$4.00                    |
| \$3.40 to \$3.49                             | \$5.00                    |
| \$3.50 to \$3.59                             | \$6.00                    |
| \$3.60 to \$3.69                             | \$7.00                    |
| \$3.70 to \$3.79                             | \$8.00                    |
| \$3.80 to \$3.89                             | \$9.00                    |
| \$3.90 to \$3.99                             | \$10.00                   |

Note: Fuel Surcharge for 2<sup>nd</sup> Quarter 2022, is set at \$8.10 per delivery, district locations with multiple invoices will only be subject to one surcharge.

To calculate the surcharge each quarter Sysco will average the fuel cost by week within the quarter to determine the new surcharge (increase or decrease) for the new quarter.

DMH (34)

IN WITNESS WHEREOF, this Agreement has been executed by the Parties of the date and year set forth below.

The P.O.W.E.R. (Purchasing  
Organization with Educational Results)  
Buying Group

Contractor: Purchase Smaart

By: Danielle Hendricks  
Danielle Hendricks, Chair

By: Scott Rivera

Print Name: SCOTT RIVERA

Date Approved: 3/31/2022

Title: OWNER - PRESIDENT

Date: 3/31/22

Attest (Witness):

Attest (Witness):

By: \_\_\_\_\_

By: Marla Rivera

Print Name: \_\_\_\_\_

Print Name: MARLA RIVERA

Title: \_\_\_\_\_

Title: 3/31/2022

## **1.0 OVERVIEW**

The Purchasing Organization with Educational Results (POWER) Buying Group (hereinafter referred to as "PBG"), does hereby retain the services of Purchase Smaart GPO, S Corp, with an address of 514 Tera Plantation Lane, Debary, Florida 32713, (hereinafter referred to as "Contractor") to assist in the procurement, warehousing, and delivery of school food service products and supplies weekly to approximately 677 individual schools serviced by the PBG in accordance with the following terms and conditions.

The PBG currently consists of Baker, Calhoun, Charlotte, Citrus, DeSoto, Flagler, Franklin, Gadsden, Glades, Hardee, Highlands, Holmes, Indian River, Lee, Leon, Levy, Liberty, Marion, Martin, Monroe, Nassau, Okeechobee, Osceola, St. Johns, St. Lucie, Sumter, Suwannee, Volusia, and Walton (29) county school districts in the State of Florida. This emergency contract will service all the members of the PBG, in phases, as their existing emergency contracts expire.

## **2.0 SCOPE OF SERVICES**

### **2.1 The Contractor will be responsible for:**

- a) Securing a distributor/s that have the capability to store and deliver weekly to approximately 667 delivery sites throughout the PBG member districts.
- b) Assist the PBG in the delivery of products from current and future optional solicitations, i.e., USDA Commodity Processing, Farm to School, Fresh Bulk Produce, Fresh Fruit and Vegetable Program, or other solicitations from PBG members.
- c) Offering services described herein at a fixed fee per case for delivered product.
- d) Securing a distributor/s that will administer and distribute manufacturer processed USDA Foods (commodities.).
- e) Assisting with soliciting competitive pricing for products on behalf of the PBG using the PBG's product specifications.

### **2.2 Distribution Requirements - The requirements below would be fulfilled by any distributor/s recommended by the Contractor.**

#### **2.2.1 Inventories**

- a) The Contractor shall ensure the recommended distributor/s has the ability to order supplies from the manufacturers/suppliers in sufficient quantities and maintain inventories at an ample level to prevent out of stock or substitute situations for members.

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- b) The Contractor shall recommend distributors that have the ability to stock inventory appropriate for K-12 foodservice needs.
- c) Individual PBG members will provide the recommended distributor/s with information as soon as it becomes available concerning the availability of USDA Foods processed products, which may impact inventory levels of some commercially purchased foods.
- d) Inventory levels must be monitored by recommended distributor/s in order to avoid excessive inventory levels.

#### 2.2.2 Warehousing

- a) The Contractor is responsible for recommending only distributors that have the warehouse capacity for PBG members weekly orders based on the number of districts to be serviced from that distributor.
- b) The Contractor will only recommend a distributor who can ensure that products will be held at the appropriate temperatures and humidified as recommended by the packers or manufacturers, as to maintain the products and packages at optimum levels of quality and condition.
- c) The Contractor will only recommend a distributor whose warehouse meets health and safety state standards.
- d) The distributor/s recommended by the Contractor is liable for the safety, condition, and appearance of products and packaging materials while in their possession (receiving, storing and delivering).
- e) The recommended distributor/s will ensure any product or package received out of condition, (as per HACCP guidelines, e.g., hard frozen products not received hard frozen) may be returned by the PBG member district for full credit.
- f) The distributor/s recommended by the Contractor is responsible for resolution of manufacturer/supplier product issues related to insufficient case content, inferior products, etc. and will facilitate credits or product replacements to the PBG member for the unacceptable products.
- g) The Contractor's recommended distributor/s's facilities and records are subject to inspections by the PBG at any time during normal working hours with seventy-two (72) hour notice.

#### 2.2.3 Deliveries

- a) The Contractor will ensure the recommended distributor/s can make deliveries to schools or centralized locations on a regular schedule starting at 6:30AM and completed by 2:00PM on school staff scheduled workdays whenever possible. If deliveries are made outside this window, it will be mutually

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agreed between the distributor and the PBG member in advance.

- b) Delivery schedules shall be submitted by the recommended distributor/s to each of the PBG member programs for approval two (2) weeks prior to the first delivery and shall remain constant from week to week. Modifications must be by mutual consent of the PBG member and the distributor.
- c) Long term changes in delivery schedules initiated by the recommended distributor/s must be submitted to the PBG members for approval thirty (30) days prior to implementation unless an earlier date is mutually agreed upon by the distributor and the PBG member.
- d) The recommended distributor/s shall be notified by the individual PBG member in advance of school's scheduled days off so that special arrangements can be made for delivery.
- e) The recommended distributor/s will ensure all deliveries are made safely following HACCP guidelines and other safety protocols.
- f) The Contractor will ensure the recommended distributor/s have adequate delivery personnel to make weekly deliveries to PBG members.
- g) Drivers must deliver products into pantry, freezer or cooler rooms as designated by the school's food service manager allowing enough time for the complete receiving process.
- h) Drivers are not required to stow products on shelves, nor to remove containers from master cases.
- i) If item(s) are omitted from an order by the recommended distributor/s, or delivered in unacceptable condition (e.g., defrosted frozen products, damaged containers, past or with at least 1/3<sup>rd</sup> of the product expiration date remaining) replacement delivery must be made within twenty-four (24) hours, or longer time span if approved by the effected PBG member's School Food Services Director.

#### 2.2.4 Order Transmittal

- a) Orders will be submitted electronically to the recommended distributor/s by the PBG members based upon a mutually agreed upon schedule.
- b) The Contractor will ensure the recommended distributor/s must accept orders electronically in a variety of formats, e.g., inventory management software programs, Excel spreadsheets, recommended distributor/s online ordering system.

#### 2.2.5 Order Processing

- a) The Contractor will ensure the recommended distributor/s have the ability to

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- track product usage and provide reports to PBG members.
- b) The recommended distributor/s will discuss pending orders with individual PBG members on a weekly basis (or as needed) to ensure compliance with scheduled delivery and discuss potential product substitutions and shortages, to arrive at a mutually agreed upon method of facilitation of district approval of substitutions, to finalize orders for delivery and to screen delivered orders for shortages, errors, and needed pricing adjustments.
  - c) The recommended distributor/s will compare invoice prices to contract pricing, make necessary corrections to deliveries and track product usage figures district-wide and by school. Pricing discrepancies discovered after deliveries are made must be corrected prior to payment by the PBG member.
  - d) The recommended distributor/s will ensure that only PBG majority-approved products, market items, catering items, and opportunity buys that are approved for purchase by individual PBG member School Food Service Directors will be made available to the school sites.
  - e) The recommended distributor/s will be made aware by the Contractor that items such as catering items and opportunity buys shall not be placed on the mainline, majority-approved list of items.
  - f) The recommended distributor/s will be made aware by the Contractor that invoices for non-ordered products delivered will not be paid.

**2.2.6 Forecasting**

- a) The Contractor and the recommended distributor/s will collaborate with individual PBG members to analyze menus and determine purchasing requirements against menus cycles, projections and historical data or other methods agreed upon by the Contractor, the recommended distributor/s and PBG. --

**2.2.7 Product Substitution – The requirements below would be fulfilled by any distributor/s recommended by the Contractor.**

- a) Product substitutions due to out-of-stock situations should be held to an absolute minimum.
- b) Substitutions cannot be made without prior approval from the affected PBG member's School Food Service Director or designee.
- c) Approved substitutions brought in by the distributor to alleviate out of stock products must be of the same or higher quality than the regular stock.
- d) Substitutions must be delivered at the same or lower portion cost than the originally contracted item's portion cost whenever possible.

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- c) The distributor/s recommended by the Contractor will provide product data sheets for approved substitutions to the PBG member's School Food Service Director or designee upon request prior to deliveries.
- f) Data sheets must include, at a minimum, ingredient, product formulation statement (when applicable) and nutrition statements, pack sizes, instructions for preparation and serving, and product sources.
- g) All outages must be reported to, and potentially substituted items confirmed by all affected PBG member's School Food Service Director or other designated employee, a minimum of Forty-eight (48) hours prior to delivery
- h) The distributor/s recommended by the Contractor will communicate outages and suggested substitutes, adjusting for possible different case counts utilizing a documentation method that is satisfactory to the PBG.
- i) Approved substitutions must be documented on the invoices in a manner approved by the PBG.
- j) Excessive manufacturer/supplier-related occurrences of out-of-stock items may be cause for contract termination with a specific manufacturer/supplier for specific product shortages. The Contractor and/or the recommended distributor/s will work with PBG to provide another supplier of a similar acceptable product.
- k) If the Contractor and/or the recommended distributor/s needs to make a brand change during the contract term, they must submit a request to the PBG listing the reason for the requested change along with the new product's specifications, including ingredients and manufacturer nutritional information.
- l) The PBG must approve any new brands via written electronic communication.

#### 2.2.8 Buy American Provision

The Contractor will ensure the recommended distributor/s comply with the Buy American provision. Federal regulations require that all foods purchased for Child Nutrition Programs be of domestic origin to the maximum extent practicable. While rare, two (2) exceptions may exist when:

- The product is not produced or manufactured in the U.S. in sufficient, reasonable and available quantities of a satisfactory quality; and
- The cost of a domestic product is significantly higher than a non-domestic product or product(s) may qualify under the Richard B. Russell National School Lunch Act's Buy American provision for purchasing food and food products used in Child Nutrition Programs which states that products are acceptable provided over 51% of the final processed product(s) consist of

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agricultural commodities that are of US origin.

The recommended distributor/s will ensure the request approval from all affected PBG member's School Food Service Directors prior to delivery if there is a change of sources, i.e., when nondomestic sources are substituted for domestic sources due to shortage of supplies.

**2.2.9 Food Recalls**

The Contractor will ensure the recommended distributor/s has the ability to comply with all Federal, State and local mandates regarding the identification and recall of foods from the commercial and consumer marketplace. The recommended distributor/s shall have a process in place to effectively respond to a food recall; the process must include accurate and timely communications to the PBG and its members and assurance that unsafe products are identified and removed from school sites in an expedient, effective and efficient manner.

**2.3 Product Cost Solicitations**

**2.3.1. Product Pricing from Manufacturers/Suppliers**

The Contractor will ensure the recommended distributor will honor all previously executed contracts between PBG and Manufacturers/Suppliers for products listed in the Product Pricing Spreadsheet, Attachment A. AND/OR (whichever is in the best interest of the PBG) the Contractor will obtain pricing from manufacturers/suppliers up front for the items on the attached Product Pricing Spreadsheet, Attachment A.

- a) The Contractor will solicit costs for one of the PBG-preferred brands or distributor's choice.
- b) The PBG may request the Contractor to solicit prices from other sources whenever better values are perceived to be available.

**2.3.2. Subsequent Product Pricing from Manufacturers/Suppliers Provided by Contractor**

- a) Depending upon market conditions, when a manufacturer increases pricing, the Contractor must solicit and document cost from other approved sources for the product specifications provided by the PBG. PBG may agree to student product testing included in the competitive pricing process on subsequent solicitations.
- b) If the Distributor recommended by Contractor currently stocks an untested brand which is similar to the approved brands listed, the Contractor may petition the PBG to test and approve the Distributor's product.

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- c) If the product is accepted by the PBG and if the price is determined to be less than similar products, the PBG may accept the recommended distributor's stocked product as the item of choice.
- d) If the Contractor wishes to submit pricing as an "or equal", the item must meet PBG-preferred specifications, and be tested and approved by the PBG in accordance with their procedures.
- e) Cost Decreases: Cost decreases intended for the end user's benefit must be passed along to the PBG as soon as they occur whenever the market softens for an item or group of items. It is the Contractors' responsibility to seek lower costs from the in-place supplier or from alternate sources as may be deemed advantageous.
- f) Emergency Cost Increases: In the event of a short supply or cost increase caused by any emergency, including market conditions or ingredient shortages, the Contractor will present to the PBG for approval an alternate temporary plan to alleviate the shortage and, if necessary, to provide similar items from an alternate source. The exact nature/cause of the emergency must be adequately documented in writing. Any plan to resolve or address a shortage must be approved by the PBG prior to the effective date of the emergency price increase.

## 2.4 Case and Selling Prices

### 2.4.1. Fixed Fee Per Case

- a) The Contractor's recommended Distributor/s will agree to a fixed fee per case extended to two (2) decimal points.
- b) The fee shall include all cost (including the Contractor's fee) and profit outside the approved cost of products delivered to the proposer's warehouse.
- c) The fee for partial cases shall be prorated based on the number of units ordered from the full case.
- d) The PBG will keep partial case orders to a minimum, mostly spices, condiments and some non-food items.
- e) The fixed fee per case (Contractor and Distributor fees will be indicated) with the recommended distributor/s will be mutually agreed at the time the recommended distributor/s is shared with the PBG.

### 2.4.2. Selling Prices

- a) To arrive at selling prices add the two-decimal point cost price of individual items to the two-decimal fee, i.e., case cost price \$20.25, fixed fee \$1.01 = selling price of \$21.26

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- b) To arrive at the selling price for partial cases, divide the number of units in a full case into the case selling price (cost + fixed fee); i.e., selling price of a case of six units is \$21.26, one unit is \$3.54 (\$21.26 divided by 6).

**2.5 Cost Audits –**

- a) The PBG may audit product cost by requesting the Contractor or the recommended distributor/s to provide confirmations of delivered costs from manufacturers/suppliers and/or freight haulers.
- b) Audits may be conducted on one or more items at the option of the PBG.
- c) Product cost may be audited throughout the duration of the contract at the discretion of the PBG.
- d) The Contractor or the recommended distributor/s will provide files and responses to questions and/or findings in formats mutually agreed upon by the PBG auditor and Contractor/Distributor.

**2.6 Management Reports**

**2.6.1. Cost Reports**

- a) At a minimum the Contractor will ensure the recommended Distributor/s will provide a comprehensive cost report that lists the cost per unit and unit usage for the for all products.
- b) The usage shall be multiplied by the plus or minus unit cost difference to show the total plus to minus cost differential for each product.
- c) The plus or minus cost differential column shall be totaled to show a plus or minus cost differential total for the period.
- d) Items shall be listed as agreed upon by the PBG and the recommended Distributor.
- e) Reports shall indicate whenever there is a change, such as pack size that would affect cost.
- f) Columns on the cost report will include the following:
  - i. PBG Item Number
  - ii. Distributor Item Number
  - iii. Brand
  - iv. Packer's ID Number
  - v. Product Description
  - vi. Pack Size
  - vii. Cost
  - viii. Usage Over Contract Period
  - ix. Case Fee

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- x. Selling Cost
- xi. Vendor Source (Broker/Packer)

#### 2.6.2. Utilization Reports

- a) The Contractor shall ensure the recommended distributor/s will provide separate monthly and year-to-date utilization reports by items in terms of units and dollars.
- b) The reports must be supplied to PBG members electronically in the form of an Excel spreadsheet.
- c) Aggregate reports including all PBG Members must also be supplied to the PBG.
- d) Additional reports may be provided as mutually agreed upon by PBG and the recommended distributor/s.

### 3.0 USDA FOODS

PBG Members participate in the USDA Foods program utilizing a variety of methods. Processed USDA Foods are procured "direct to manufacturer" by the PBG.

#### 3.1. Net-Off Invoice (NOI) or Modified Fee-for-Service Invoicing for USDA Processed Products

The Contractor must ensure the recommended distributor/s will provide the NOI or Modified Fee-for-Service Invoicing to the PBG members (with adequate USDA Foods processed products allocations) for USDA Foods processed products purchased through the contract. The NOI Value Pass Through System (VPT) allows the recommended distributor/s to sell end products to the PBG member at a discount and submit a refund application for the contract value of the donated food contained in each case to the processor. Under NOI, the recommended distributor/s does not submit a physical refund application, but rather deducts any eligible discount from the invoice received from the processor. Modified Fee-for-Service is a VPT system whereby the recommended distributor/s bills the PBG member for the end products that include the Fee-for-Service and the recommended distributor/s costs. The recommended distributor/s must provide documentation to the PBG member that describes the Fee-for-Service price and the recommended distributor/s cost separately. In no instance shall the base (gross) price exceed the commercial product's cost per case established via fair and open competition.

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- a) The recommended distributor/s must itemize or note the value of the USDA Foods processed products on each invoice. The invoices must identify the gross case price and the value of USDA Foods processed product(s) per case on separate lines.
- b) The recommended distributor/s must maintain a program that meets the reporting requirements of the State of Florida and any audit requirements, tracks and deducts the value of USDA Foods processed products delivered to PBG members and tracks remaining entitlement and posts delivery of all items to either ProcessorLink or K12Foodservice.com to track usage of allocated products. No brand or item code substitution of products is allowed. Processed end products must only be purchased from processors that have an approved processor end product summary schedule with the Florida Department of Agriculture and Consumer Services and have been approved by that agency to participate in the NOI System.
- c) Only end products that meet the substitution and grading requirement in 7 CFR 250.30 may be provided.
- d) Each PBG member must have a positive inventory with processors to purchase items using the NOI System.
- e) The recommended distributor/s is responsible for monitoring inventory balances before purchasing USDA Foods processed products using the NOI system.
- f) The recommended distributor/s is responsible for sales verification of USDA Foods processed products purchased using the NOI system and must meet the reporting and tracking requirements of processors using either the K12Foodservice or ProcessorLink systems.
- g) Title to product under this section transfers to each PBG member upon delivery by the recommended distributor/s.
- h) The recommended distributor/s tracking and billing systems must be able to accommodate USDA Foods processed products that contain more than one USDA Foods processed product in the end product (i.e., both cheese and flour in a pizza).

### 3.2 Delivery

- a) The recommended distributor/s is responsible for maintaining the quality of the food products stored through proper rotation, for the loss of food products by mysterious disappearance, ammonia damage, water damage, vermin infestation, elements of nature, or any other losses for which a public warehouse person is normally required to maintain protection for stored food.

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- products.
- b) Products are to be stored and palletized in a manner to facilitate the removal for delivery on a first in, first-out basis, and in accordance with the delivery order number released by the applicable PBG Member.
  - c) The recommended distributor/s will maintain sanitary conditions

**3.3 Required Temperatures**

- a) Hard Frozen -10° to 10°F
- b) Chilled 33° to 41°F
- c) Canned/Dry 50° to 70°F

**3.4 The recommended distributor/s plant facilities shall be subject to inspection and inventory by representatives of the PBG, the USDA, and FDACS at any time during normal working hours without additional cost to the PBG members.**

**3.5 Processed USDA Donated Commodity Products:**

- a) The PBG reserves the right to solicit pricing for additional USDA Foods processed products not included in the Product Pricing Spreadsheet.
- b) The recommended distributor/s is responsible for assisting with the tracking of the USDA Foods processed product from the USDA to the Processor and, ultimately, delivery to the PBG Members' schools.
- c) In the event that diverted raw donated product remains at a manufacturer's facility at the end of the recommended distributor/s bid cycle, the recommended Distributor/s will make all efforts to utilize the donated product including but not limited to assisting PBG with adding language in Commodity Solicitations to cover such circumstances.
- d) Processed USDA Foods that are stored at the recommended distributor/s facility MAY NOT be used for any other purpose than for the applicable PBG Member (MFFS Items).

**4.0 RESIDUAL INVENTORY AND EXCLUSIVITY:**

**4.1 Residual Inventory at Contract Termination**

- a) Because of the nature of this contract, the recommended distributor/s may be required to stock items not normally maintained in their inventory.
- b) In the event that the Contractor should not be successful in securing the contract for the next bid period, or if the contract is otherwise terminated, individual PBG Members will purchase items designated by them as special to the contract at no more than the most current contract costs.

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- c) Purchases of this type are limited to a 30-day supply as determined by the PBG.
- d) The individual Districts and PBG must be provided with "in and out" inventory reports of the items special to the contract going back at least sixty (60) days prior to the date of the contract termination.
- e) This report shall indicate receipts and drawdowns to arrive at ending quantities.
- f) Purchase of residual inventory stock will apply only to those items that are undamaged and currently dated and not in inventory as the result of an unusual large order being placed during the period subsequent to the awarding of a new contract.

#### 4.2 Exclusivity

- a) The PBG shall purchase the food items and/or supplies as listed on the Product Pricing Spreadsheet, Attachment A. The PBG members have the option to secure specific foods/supplies separate from this contract.
- b) The PBG has the option of adding from time-to-time other items or groups of items as may be appropriate.
- c) The PBG Members also have the option of deleting items or groups of items from the product lists.

#### 4.3 Buy-Off of Provisions

- a) This agreement in no way restricts or interferes with the right of any political subdivision not included in the PBG to rebid any or all items.
- b) Other - School Districts may-not buy off this contract at the same fixed fee per case unless specifically authorized in writing via electronic communication by the PBG Executive Board, unless otherwise provided by Administrative Rule, Florida Statute, or Federal Regulation.

### 5.0 PAYMENT TERMS – Contractor need to ensure recommended distributor/s meet these requirements

#### 5.1 Remittance

The PBG Members will remit full payment on all undisputed invoices within forty-five (45) days from receipt by the appropriate person(s) (to be designated at time of Contract) of the invoice(s) or receipt of all products or services ordered from recommended distributor/s

#### 5.2 Interest

Pursuant to Chapter 218, Florida Statutes, the applicable PBG Members will pay

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interest not to exceed one percent (1%) per month on all undisputed invoices not paid within forty-five (45) days after receipt of the entire order of the commodity or service, and a properly completed invoice, whichever is later.

- 5.3 **Electronic Funds Transfer (EFT)**  
Some PBG Members may have the capabilities of EFT transactions. Any discounts for using EFT must be included in the invoice.
- 5.4 **Legal Obligations of the Contractor**  
The PBG Members may withhold from payment any monies owed by the Contractor and/or recommended distributor/s to the PBG Members for any legal obligation between the Contractor and/or the recommended distributor/s and the PBG Members. The PBG Members shall pay such invoices pursuant to the provisions of the Local Government Prompt Payment Act (218.70 - 218.80, Florida Statutes).
- 5.5 **Waiver of Claims**  
Once this Contract expires, or final payment has been requested and made, the Contractor and/or recommended distributor/s will have no more than thirty (30) calendar days to present or file any claims against the PBG and/or PBG Members concerning this Contract. After that period, the PBG will consider the Contractor and/or recommended distributor/s to have waived any right to claims against the PBG and/or PBG Members concerning this agreement.
- 6.0 **Workers' Compensation and Insurance**  
The Contractor's recommended distributor/s will carry Property Damage and Public Liability Insurance in the minimum amounts listed below, and Worker's Compensation and Employer's Liability Insurance in statutory amounts. All insurance policies shall be issued by insurers licensed to do business in the State of Florida and any insuring company is required to have a minimum rating of B, Class VIII in the "Best Key Rating Guide" published by A.M. Best & Company, Inc. The Contractor's recommended distributor/s will either cover any subcontractors on its policy or require the subcontractor to obtain coverage to meet these requirements.
- 6.1 **Workers' Compensation**  
As required by Florida law, the Workers' Compensation policy cannot be canceled or materially changed without first giving thirty (30) days prior notice.

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thereof in writing to the PBG.

**6.2 Commercial General Liability Insurance**

- a) Each occurrence: One Million Dollars (\$1,000,000)
- b) Aggregate: One Million Dollars (\$1,000,000)

**6.3 Professional Liability Insurance**

- a) One Million Dollars (\$1,000,000) with a deductible not to exceed \$25,000.

**6.4 Certificate of Insurance**

A certificate of insurance indicating that the Contractor's recommended distributor/s has coverage in accordance with the requirements herein set forth shall be furnished by the recommended Distributor/s to the PBG prior to the execution of the Contract. The recommended distributor/s agrees that PBG Members will make no payments pursuant to the terms of the Contract until all required proof or evidence of insurance have been provided to the PBG. The recommended distributor/s agrees that the insurer shall waive its rights of subrogation, if any, against the PBG members. The Certificate of Insurance shall be completed by the authorized Resident Agent and returned to the PBG. This certificate shall be dated and show;

- a) The name of the insured respondent, the specified job by name, name of the insurer, the number of the policy, its effective date and its termination date.
- b) Statement that the Insurer will mail notice to the PBG at least thirty (30) days prior to any material changes in provisions or cancellation of the policy.
- c) PBG shall be named as an additional insured on General Liability Insurance as evidenced by the endorsement.

**6.5 Loss Deductible**

The PBG and its members shall be exempt from, and in no way liable for, any sums of money that may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the Contractor's recommended distributor/s and/or subcontractor providing such insurance.

**6.6 Indemnification**

The Contractor and/or the recommended distributor/s agrees to indemnify, defend, and hold harmless the PBG and its members from and against any and all claims, demands, suits, liabilities, injuries (personal or bodily), property damage, causes of action, losses, costs, expenses, damages, or penalties, including, without

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limitation, reasonable defense costs, and reasonable legal fees, arising or resulting from, or occasioned by or in connection with (i) any bodily injury or property damage resulting or arising from any act or omission to act (whether negligent, willful, wrongful, or otherwise) by the Contractor and/or recommended distributor/s, its subcontractors, anyone directly or indirectly employed by them or anyone for whose acts they may be liable; (ii) failure by the Contractor or its subcontractors to comply with any Laws applicable to the performance of the Services; (iii) any breach of this Contract, including, without limitation, any representation or warranty provided by the Contractor and/or recommended distributor/s herein; (iv) any employment actions of any nature or kind including but not limited to, workers compensation, or labor action brought by the Contractor's recommended distributor/s employees; or (v) any identity breach or infringement of any copyright, trademark, patent, or other intellectual property right.

**7.0 Contract Term**

The term of this agreement may be no longer than 365 calendar days from the commencement date. This agreement is not able to be renewed. This contract commences on July 1, 2022 and concludes on June 30, 2023. The intent of this contract/agreement is to be multiyear but Federal Regulation only allows a one-year term.

**8.0 Termination of Contract**

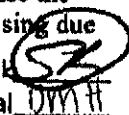
Termination of this Contract will not relieve the Contractor and/or the recommended distributor/s of any obligations for any deliverables agreed upon prior to the termination of the Contract (e.g., reports, statements of accounts yet to be received). Termination of the Contract will not relieve the Contractor and/or recommended distributor/s of any obligations or liabilities resulting from any acts committed by the Contractor and/or recommended distributor/s prior to the termination of the Contract.

**8.1 Termination for Default**

The PBG shall notify, in writing, the Contractor of deficiencies or default in the performance of its duties under the Contract. Three separate documented instances of deficiency or failure to perform in accordance with the specifications contained herein shall constitute cause for termination for default. It shall be at the PBG's discretion with written consent from the PBG members whether to exercise the right to terminate. Respondent shall not be found in default for events arising due

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to acts of God.

**8.2 Termination for Convenience**

The performance of work under this Contract may be terminated in accordance with this clause in whole, or from the time in part, whenever the PBG members shall determine that such termination is in the best interest of the PBG. Any such termination shall be in effect by the delivery to the Contractor of a Notice of Termination specifying the extent to which performance of work under the Contract is terminated. This Notice of Termination will be provided at least 60 days prior to the effective date of termination. Upon such termination for convenience, the Contractor and/or recommended distributor/s will be entitled to payment, in accordance with the payment provisions, for services rendered up to the termination date and the PBG will have no other obligations to the Contractor and/or recommended distributor/s. The Contractor and/or recommended distributor/s shall be obligated to continue performance of Contract services, in accordance with this Contract, until the termination date and shall have no further obligation to perform services after the termination date.

**8.3 Breach of Contract:**

If the Contractor fails to perform to the PBG's satisfaction any material requirement of this Contract or is in violation of a material provision of this Contract, the PBG shall provide written notice to the Contractor requesting that the breach or noncompliance be remedied within sixty- (60) days. If the breach or noncompliance is not remedied by the specified period of time, the PBG may either: (a) immediately terminate the Contract without additional written notice or, (b) enforce the terms and conditions of the Contract, and in either event seek any available legal or equitable remedies and damages. The PBG may finish the services by whatever method the PBG may deem expedient. Any damages incurred by the PBG as a result of any Contractor default shall be borne by the Contractor at its sole cost and expense, shall not be payable as part of the Contract amount, and shall be reimbursed to the PBG by the Contractor upon demand.

**9.0 2 CFR 200, APPENDIX II and Other Required Provisions**

Federal Provisions/Clauses apply to all contracts using Federal funds as a source for the purchase of goods and/or services. The Contractor must not take exception to any part of these regulations. Contractor and/or recommended distributor/s must comply with the following Federal requirements:

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- 9.1 **Prohibitions of Gratuities**  
Contractor certifies that no employee of the PBG or PBG members has or shall benefit financially or materially from this Contract. This Contract may be terminated at such time as it is determined that gratuities of any kind were either offered or received by any of the aforementioned persons.
- 9.2 **Civil Rights**  
The Contractor and/or recommended distributor/s will comply with the Title VI of the Civil Rights Act of 1964, as amended; USDA regulations implementing Title IX of the Education Amendments; Section 504 of the Rehabilitation Act of 1973; Age Discrimination Act of 1975; 7 C.F.R. Parts 15, 15a, and 15b; and FNS Instruction 113-1, Civil Rights Compliance and Enforcement—Nutrition Programs and Activities, and any additions or amendments.
- 9.3 **Copeland "Anti-Kickback" Act (40 U.S.C. 3145)**  
Contractor and/or recommended distributor/s must comply with mandatory standards and policies relating to the provision for compliance as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or sub-recipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
- 9.4 **Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708)**  
Contractor and/or recommended distributor/s must comply with mandatory standards and policies relating to the Contract Work Hours and Safety Standards Act. Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic

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must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

a) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

b) Violation: liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (a) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (a) of this section.

c) Withholding for unpaid wages and liquidated damages. The (write in the name of the Federal agency or the loan or grant recipient) shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b) of this section.

d) Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (a) through (d) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any

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subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (a) through (d) of this section."

- 9.5 Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387)  
Contractor and/or recommended distributor/s must comply with mandatory standards and policies relating to as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- 9.6 Energy Policy and Conservation Act (42 U.S.C. 6201)  
Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (42 U.S.C. 6201).
- 9.7 Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)  
Contractors and/or recommended distributor/s must comply with mandatory standards and policies relating to Contractors that apply or propose for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.
- 9.8 Rights to Inventions Made Under a Contract or Agreement. (37 CFR §401.2 (a))  
Contractor and/or recommended distributor/s must comply with mandatory standards and policies relating to if the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental,

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developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

9.9 Procurement of Recovered Materials (See §200.322)

Contractor and/or recommended distributor/s must comply with mandatory standards and policies relating to section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired by the procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

9.10 Debarment and Suspension (Executive Orders 12549 and 12689)

Contractor and/or recommended distributor/s must comply with mandatory standards and policies relating to a contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

9.11 Access to Records

Contractor and/or recommended distributor/s agrees to provide the PBG, its members, USDA, FDACS, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

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- 9.12 **Compliance with Federal Law, Regulations, and Executive Orders**  
This is an acknowledgement that federal funds will be used to fund the contract. The Contractor and/or recommended distributor/s will comply with all applicable federal law, regulations, executive orders, agency policies, procedures, and directives.
- 9.13 **No Obligation by Federal Government**  
The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.
- 9.14 **Americans with Disabilities Act of 1990 (ADA)**  
The Contractor and/or recommended distributor/s shall ensure compliance with all requirements imposed by ADA, and regulations of the federal government issued there under.
- 9.15 **Record Retention**  
The Contractor and/or recommended distributor/s is required to retain all records for five (5) years plus the current year after final payments are made and all other pending matters are closed.
- 9.16 **Jessica Lunsford Act**  
Background screening requirements for certain non-instructional school district employees and contractors.—(1) Except as provided in s. 1012.467 or s. 1012.468, non-instructional school district employees or 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 level 2 screening requirements as described in s. 1012.32. Contractual personnel shall include any contractor, individual, or entity under contract with a school or the school board.(2) Every 5 years following employment or entry into a contract in a capacity described in subsection (1), each person who is so employed or under contract with the school district must meet level 2 screening requirements as described in s. 1012.32, at which time the school district shall request the Department of Law Enforcement to forward the fingerprints to the Federal Bureau of Investigation for the level 2 screening. If, for any reason following employment or entry into a contract in a capacity described in subsection (1), the fingerprints of a person who is so employed or under contract with the school district are not retained by the Department of Law Enforcement

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under s. 1012.32(3)(a) and (b), the person must file a complete set of fingerprints with the district school superintendent of the employing or contracting school district. Upon submission of fingerprints for this purpose, the school district shall request the Department of Law Enforcement to forward the fingerprints to the Federal Bureau of Investigation for the level 2 screening, and the fingerprints shall be retained by the Department of Law Enforcement under s. 1012.32(3)(a) and (b). The cost of the state and federal criminal history check required by level 2 screening may be borne by the district school board, the contractor, or the person fingerprinted. Under penalty of perjury, each person who is employed or under contract in a capacity described in subsection (1) must agree to inform his or her employer or the party with whom he or she is under contract within 48 hours if convicted of any disqualifying offense while he or she is employed or under contract in that capacity.(3) If it is found that a person who is employed or under contract in a capacity described in subsection (1) does not meet the level 2 requirements, the person shall be immediately suspended from working in that capacity and shall remain suspended until final resolution of any appeals.

**10.0 Attachments**

- Product Pricing Spreadsheet, Attachment A
- Debarment Certification, Attachment B
- Certificate Regarding Lobbying, Attachment C

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**Attachment A**  
**Product Pricing Spreadsheet**

1. Fixed delivery fee: \$     per case.
2. Percentage of the fixed delivery fee attributed to fuel: \_\_\_\_\_ %
3. Product Price List \*\*\*To be provided after pricing has been determined

| Product Specification | Vendor Name | Brand Name or equivalent | Product Code | Price Per Case |
|-----------------------|-------------|--------------------------|--------------|----------------|
|                       |             |                          |              |                |
|                       |             |                          |              |                |
|                       |             |                          |              |                |
|                       |             |                          |              |                |

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IN WITNESS WHEREOF, this Agreement has been executed by the Parties of the date and year set forth below.

The P.O.W.E.R. (Purchasing  
Organization with Educational Results)  
Buying Group

By: *Danielle Hendricks*  
Danielle Hendricks, Chair

Date Approved: 2/16/22

Attest (Witness):

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Contractor: Purchase Smart, S Corp

By: *Scott Rivera*

Print Name: SCOTT RIVERA

Title: PRESIDENT

Date: 2/15/22

Attest (Witness):

By: *Marla Rivera*

Print Name: MARLA RIVERA

Title: CFO

Initial *DR*  
Initial *MR*

## CERTIFICATION REGARDING LOBBYING

### CERTIFICATION FOR CONTRACTS, GRANTS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated-funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

By \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Official (Executive Director) Authorized to Sign Application)

By \_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Official (Chief Financial Officer) Authorized to Sign Application)

For Purchase SMART SCUMP  
Name of Grantee (Sponsor Name)

PRESIDENT  
Title of Grant Program (NSLP or SFSP)



# Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

AD-1048

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 C.F.R. §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995 an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal, civil, fraud, privacy, and other statutes may be applicable to the information provided.

*(Read instructions on page two before completing certification.)*

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

|   |  |
|---|--|
| ORGANIZATION NAME<br><i>PURCHASE SMART SCORP</i>  | PR/AWARD NUMBER OR PROJECT NAME<br><i>EMERGENCY CONTRACT PB6</i> |
| NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)<br><i>SCOTT RIVERA - PRESIDENT</i> |  |
| SIGNATURE(S)<br><i>Scott Rivera</i>   | DATE<br><i>2/17/22</i>   |

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](https://www.usda.gov/this-usda/how-to-file-a-program-discrimination-complaint) (<https://www.usda.gov/this-usda/how-to-file-a-program-discrimination-complaint>) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410, (2) fax: (202) 690-7442.

**Instructions for Certification**

- (1) By signing and submitting this form, the prospective lower tier participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
- (3) The prospective lower tier participant shall provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 C.F.R. Parts 180 and 417. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- (5) The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
- (6) The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the System for Award Management (SAM) database.
- (8) Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (9) Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.



392 South Boulevard, East Macclenny, Florida 32063

**Tonya L. Tarte**

Director of Nutrition Services, Purchasing and Warehousing

*"Where Children Are First!"*

Phone: (904) 259-4330

www.baker.k12.fl.us

Fax: (904) 259-2825

---

TO: Sherrie Raulerson, Superintendent of Schools

FROM: Tonya L Tarte, Director of Nutrition Services, Purchasing and Warehousing

RE: RENEWAL OF FORMAL QUOTATION FOR PEST CONTROL SERVICES, NO. 2021-001

DATE: June 9, 2022

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I am seeking approval to renew Formal Quotation for Pest Control Services No. 2021-001 beginning July 1, 2022 through June 30, 2023.

Florida Pest Control Services has agreed to keep the same pricing, terms, and conditions originally awarded.

Thank you for your time and consideration of this recommendation.

cc: Teri Ambrose, Executive Director for Support Services

***"Preparing Individuals to be Lifelong Learners and Responsible Citizens of Good Character"***

An Equal Access/Equal Opportunity Institution



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TO: Sherrie Raulerson, Superintendent of Schools

FROM: Tonya L Tarte, Director of Nutrition Services, Purchasing and Warehousing,

RE: AWARD OF BID: Transportation Fuel and Unleaded Gasoline, BID No.2022-002

DATE: June 9, 2022

On May 18, 2022 bids were solicited for Transportation Fuel and Unleaded Gasoline. Bids were sent to the following companies for response:

R. H. Davis Oil Company, Macclenny, FL

L. V. Hiers. Inc., Macclenny, FL

This bid was also posted on the school board website for potential bidders.

At bid opening on June 9, 2022, two bids were received.

Attached is the tabulation for Bid No. 2022-002. I recommend that this bid be awarded to RH Davis Oil Co. Inc. as highlighted on the tabulation attachment.

Thank you for your time and consideration of this recommendation.

attachment (1 page)

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**BAKER COUNTY SCHOOL BOARD**  
**Bid Tabulation**  
**Transportation Gasoline and Diesel Fuel Bid No: 2022-002**  
**June 9, 2022, 9:00 A.M.**

|                                     |                          |
|-------------------------------------|--------------------------|
| <b>LV Hiers, Inc.</b>               |                          |
|                                     | Fixed Mark-Up per gallon |
| Unleaded Gasoline 87 Octane, E-10   | \$0.0494                 |
| Dyed Diesel Fuel No.2 (Highway use) | \$0.0494                 |

|                                     |                          |
|-------------------------------------|--------------------------|
| <b>RH Davis Oil Co. Inc.</b>        |                          |
|                                     | Fixed Mark-Up per gallon |
| Unleaded Gasoline 87 Octane, E-10   | \$0.0425                 |
| Dyed Diesel Fuel No.2 (Highway use) | \$0.0425                 |

The term for this agreement shall be from July 1, 2022 through June 30, 2023 and may be extended by mutual agreement of Baker County School Board and awarded Vendor for a period not to exceed two (2) years through June 30, 2025.

Signature: Christee L. Shook 6-9-22

Signature: Rachel K. Duff 6-9-22

Date: \_\_\_\_\_



# Baker County Public Schools Support Services

Sherrie Raulerson, Superintendent of Schools

392 South Boulevard East, Macclenny, Florida 32063

Telephone: (904) 259-6251

[www.bakerk12.org](http://www.bakerk12.org)

Fax: (904) 259-2825



DATE: June 13, 2022

TO: Sherrie Raulerson, Superintendent

FROM: Teri Ambrose  
Executive Director for Support Services *MTX*

RE: Baker County School District SDAC Letter of Agreement

Please request Board approval for the School District Administrative Claiming Letter of Agreement between the Baker County School Board and the Agency for Healthcare Administration (AHCA). This updated agreement replaces the agreement signed in 2017.

If you have any questions, please let me know. Thank you for your assistance in this matter.

"Preparing individuals to be lifelong learners, self-sufficient, and responsible citizens of good character"

#### DISTRICT SCHOOL BOARD MEMBERS

Tiffany McNamney, District 1 🐾 Richard Dean Griffis, District 2 🐾 Paula T. Barton, District 3 🐾 Charlie M. Burnett, III, District 4 🐾 Amanda Hodges, District 5

AN EQUAL ACCESS/EQUAL OPPORTUNITY INSTITUTION



Mary Ambrose &lt;mary.ambrose@bakerc12.org&gt;

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**Fw: Updated SDAC Letter of Agreement eff. 7/1/2022**

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English, Nanci &lt;Nanci.English@fldoe.org&gt;

Wed, Jun 1, 2022 at 4:28 PM

Medicaid contacts,

The attached School District Administrative Claiming (SDAC) Letter of Agreement was emailed to district Medicaid contacts from the Agency for Health Care Administration this afternoon. This 5-year agreement was signed by all districts in 2017 and is due to the Agency no later than June 24, 2022. Changes from the previous 2017 document are highlighted in yellow below. If you have any questions, please let me know.

**I. General Principles**

3. This agreement shall replace any previous agreements or memorandums or understanding which may already exist between these parties regarding the implementation of the mutual obligations of the parties for School District Administrative Claiming. This agreement does not replace or supersede the requirement for each school district to execute a Medicaid Non-Institutional Provider Agreement and to be a current Medicaid Provider to receive reimbursement.

**IV. Effective Date, Changes, Life of this Agreement**

1. Effective July 1, 2022, all districts will enter into a new agreement with the Agency. This new agreement will be valid for five (5) years and eligible to be renewed at five year intervals (July 1, 2022, to June 30, 2027). The effective date of this agreement will be July 1, 2022, for all districts that intend to participate in this program on and after July 1, 2022, and that have executed this agreement before July 1, 2022. Any other school district that enters the program between July 1, 2022, and June 30, 2027, will have the same effective date and termination date of the other established districts.

Nanci English  
Medicaid Consultant  
Student Support Services Project - Medicaid In Schools  
Student Support Services  
K-12 Public Schools  
Florida Department of Education  
325 West Gaines Street, Room 644  
Tallahassee, Florida 32399-0400  
Telephone Number 850-245-5075



FLORIDA DEPARTMENT OF  
EDUCATION  
fldoe.org

DIVISION OF PUBLIC SCHOOLS  
*Highest Achievement...Every Student, Every Day.*

Please note that Florida has a very broad public records law. Most written communications to or from state officials are public records available to the public and media upon request.

**From:** SDAC <SDAC@ahca.myflorida.com>

**Sent:** Wednesday, June 1, 2022 2:41 PM

**To:** Charlene Engle <engleca@gm.sbac.edu>; Stacy Hill <stacy.hill@bakerk12.org>; William Nelson <wnelson@frontlineed.com>; Johns, Barbara <Johns.Barbara@mybradford.us>; Rebecca Wise <wiser@columbiak12.com>; PRIANTE, JENY <jpriante@dadeschools.net>; Reed.Christopher@Students At Risk <Reed.Christopher@Brevardschools.org>; Lisa-Ann M. Clarke <lisa-ann.clarke@browardschools.com>; Lewis, Elizabeth <elizabeth.lewis@yourcharlotteschools.net>; Tenner, Tamara <tennert@citrusschools.org>; Gray, Kathy <kathy.gray@myoneclay.net>; Komorny, Kimberly <komork1@collierschools.com>; Barnwell, Joyce <joyce.barnwell@desotoschools.com>; Sparrow, Nena <SparrowN@duvalschools.org>; tstcy@ecsdfl.us <tstcy@ecsdfl.us>; minnicozzif@flaglerschools.com <minnicozzif@flaglerschools.com>; Katherine Gunn <kgunn@franklincountyschools.org>; Melanie King <kingmelanie@gcpsmail.com>; Dose, David <dosed@mygcsl.org>; Janet Fowler <janetfowler@dixie.k12.fl.us>; Shila Timms <shila.timms@glades-schools.org>; Harrelson, Greg <gharrelson@hardee.k12.fl.us>; DEBORAH PERRY <perryd@hendry-schools.net>; Jamie VanOrsdale <vanorsdale\_j@hcsb.k12.fl.us>; Verna Hurley-Long <verna.hurley-long@hcps.net>; Wolf, Katherine <katherine.wolf@indianriverschools.org>; ELLEN FOLSOM <ELLEN.FOLSOM@JCSB.ORG>; April Young <ayoung@lcsbmail.net>; Cooper, Debra B <CooperD@lake.k12.fl.us>; Gatewood Jr., Michael <MichaelLG@LeeSchools.Net>; Sanders, Katherine <sandersk1@leonschools.net>; rebecca.dowling <rebecca.dowling@levyk12.org>; sandra.fletcher@mcsbfl.us <sandra.fletcher@mcsbfl.us>; Clausi, Janet <clausij@manateeschools.net>; Coleman, Aimee - ESE Curriculum <Aimee.Coleman@marion.k12.fl.us>; Middleton, David (Alan) <middled@martinschools.org>; LYNN, KATRAVIA R <klynn@dadeschools.net>; Nancy Oleinik <Nancy.Oleinik@KeysSchools.com>; Melissa Olson <olsonme@nassau.k12.fl.us>; Gray, Thomas <GrayT@Okaloosaschools.com>; SHANNON ARNOLD <shannon.arnold@okee.k12.fl.us>; Lewis, Owen A. <owen.lewis@ocps.net>; Jason Elliott <jason.elliott@palmbeachschools.org>; Tatiana Vanessa Matos <tmatos@pasco.k12.fl.us>; Chastain Samantha <CHASTAINS@pcsb.org>; Millo, Akeemi <akeemi.millo@polk-fl.net>; Shell, Robby <ShellR@santarosa.k12.fl.us>; Jones Roxane <Roxane.Jones@sarasotacountyschools.net>; Triplett, Jacquilyn T. <triplejz@scps.k12.fl.us>; JIMENEZ, JESSICA M. <JESSICA.JIMENEZ@stlucieschools.org>; Toni Dendler <Toni.Dendler@stjohns.k12.fl.us>; Revels, Shirley <Shirley.Revels@sumter.k12.fl.us>; Jillian Herron <jillian.herron@suwannee.k12.fl.us>; Charlotte Ellison <charlotte.ellison@taylor.k12.fl.us>; Prevatt, Renae <prevattr@union.k12.fl.us>; Knight, Heather L. <hlknight@volusia.k12.fl.us>; randall.beach@wcsb.us <randall.beach@wcsb.us>; Rhiannon Sutton <rhiannon.sutton@wcsdschools.com>; English, Nanci <Nanci.English@fldoe.org>; Accorsini, Julie <jaccorsini@sivicsolutionsgroup.com>

**Cc:** Mistich, Jeffery <Jeffery.Mistich@ahca.myflorida.com>

**Subject:** Updated SDAC Letter of Agreement eff. 7/1/2022

Good afternoon,

Attached is an updated School District Administrative Claiming (SDAC) Letter of Agreement. This agreement creates language and term consistency and **replaces any current SDAC agreements** the districts have with the Agency for Health Care Administration **effective July 1, 2022**.

Please print the agreement, have it signed and **return** document to the Agency using the SDAC email (SDAC@ahca.myflorida.com). Once the document is signed by the Deputy Secretary for Medicaid, a copy will be returned to the district. The letter of agreement must be returned to the Agency no later than June 24, 2022 to allow enough time for routing and signatures.

Thank you and have a great day.



**SDAC Letter of Agreement eff 7-1-2022.pdf**  
489K

**AGREEMENT BETWEEN THE AGENCY FOR HEALTH CARE ADMINISTRATION  
AND THE BAKER County School District  
FOR THE PROVISION AND REIMBURSEMENT  
OF ADMINISTRATIVE CLAIMING ACTIVITIES**

The Agency for Health Care Administration (AHCA) and the BAKER County School District hereby agree to the principles, terms and effective dates carried in this agreement. This agreement is set forth to define each party's responsibilities in order to effectively administer the provision of and reimbursement for Medicaid administrative claiming activities and is necessary to implement parts of the Medicaid state plan under Title XIX of the Social Security Act. Legal authority for this program is found in sections 1011.70, 409.9071, and 409.908, Florida Statutes, and Title XIX of the Social Security Act. AHCA is the single state agency in Florida under Title XIX of the Social Security Act. Additional, specific federal governing policies and procedures are found in the Office of Management and Budget's (OMB) Circular A-87 and the Code of Federal Regulations (CFR), Title 45, Parts 74 and 95.

**I. General Principles**

This agreement is to be based on the following general principles:

1. The aforementioned parties have a common and concurrent interest in providing and reimbursing Medicaid administrative claiming activities, within parameters set by the federal Centers for Medicare and Medicaid Services (CMS) and only as approved by CMS. Any changes in the program required by CMS are to be implemented by both of the aforementioned parties.
2. This agreement is in no way intended to modify the responsibilities or authority delegated to the parties.
3. This agreement shall replace any previous agreements or memorandums or understanding which may already exist between these parties regarding the implementation of the mutual obligations of the parties for School District Administrative Claiming. This agreement does not replace or supersede the requirement for each school district to execute a Medicaid Non-Institutional Provider Agreement and to be a current Medicaid Provider to receive reimbursement.
4. Any County School District contractors involved with administrative claiming activities are bound by this agreement with regard to administrative policies and procedures.
5. This agreement provides a mechanism for payment of federal funds from CMS and the parties agree that it in no way creates a requirement for AHCA to reimburse any County School District from AHCA state funds.

**II. Terms**

Letter of Agreement between Agency for Health Care Administration and School Districts eff: 7-1-2022

**III. AHCA agrees to the following terms:**

1. AHCA will develop a list and description of Medicaid reimbursable school district administrative claiming activities as defined in Chapter 2 of the federally approved School District Administrative Claiming Guide performed by County School District contract or salaried staff, in coordination with the Department of Education.
2. AHCA will review school district administrative claims for Medicaid reimbursement on a quarterly basis and reimburse the County School District for administrative claiming where allowed under CMS' policies and procedures for the program.
3. AHCA will reimburse the County School District based on federally established rates of 50 percent of allowable administrative activities performed by personnel.
4. AHCA will reimburse the County School District one hundred percent (100%) of the federal share of actual and reasonable costs for Medicaid administrative activities provided by county school districts, as determined by CMS approved cost allocation methodologies and time study formulas.
5. AHCA will forward claims for funding to CMS for Title XIX participation.
6. AHCA will periodically monitor the County School District for compliance with record keeping requirements for reporting reimbursable activities and capturing time, as well as the sampling process and results.
7. AHCA will produce any Medicaid specific reports deemed necessary for the County School District.
8. AHCA will develop procedures for recoupment from the County School District, if warranted by AHCA or CMS monitoring.
9. AHCA will notify the County School District in the event of any changes made by CMS to federal matching percentages or costs eligible for match.
10. AHCA will designate an employee to act as a liaison for the County School District for the administrative claiming program.

The County School District agrees to the following terms:

1. The time accounting system used by the County School District or its contractor must comply with the requirements contained in OMB Circular A-87 and 45 CFR.
2. The County School District must follow the policies and procedures contained in the AHCA "School District Administrative Claiming Guide."

3. Any recoupment of funds due to an audit exception, deferral, or denial deemed appropriate by CMS or AHCA will be the responsibility of the County School District, even after withdrawal from the program.
4. The County School District will maintain (or coordinate a contractor's assistance in maintaining) an AHCA/CMS approved administrative claiming program to include training, the use of standardized sample forms, sampling, the development and maintenance of clearly identifiable cost accounting pools and the application of sample percentages to accounting pools in a manner which will document the process for audits.
5. The County School District will submit claims to AHCA for administrative activities on a quarterly basis. Claims must be submitted as required in Chapter 7 of the School District Administrative Claiming Guide.
6. The County School District shall maintain and be able to produce within specified time frames requested records and material for CMS or AHCA audits.
7. The County School District will designate an employee to act as liaison with AHCA for issues concerning this agreement.

### **III. Confidentiality**

The County School District agrees to safeguard the use and disclosure of information pertaining to current or former Medicaid recipients and comply with all state and federal laws pertaining to confidentiality of patient information.

### **IV. Effective Date, Changes, Life of this Agreement**

1. Effective July 1, 2022, all districts will enter into a new agreement with the Agency. This new agreement will be valid for five (5) years and eligible to be renewed at five year intervals (July 1, 2022 to June 30, 2027). The effective date of this agreement will be July 1, 2022 for all districts that intend to participate in this program on and after July 1, 2022, and that have executed this agreement before July 1, 2022. Any other school district that enters the program between July 1, 2022 and June 30, 2027 will have the same effective date and termination date of the other established districts.
2. Changes may be made to the agreement in the form of amendments and must be signed by all parties.
3. Changes in the CMS matching percentage or costs eligible for match will not be made via this agreement but will be applied pursuant to changes in applicable Medicaid federal regulations and effective the date specified by CMS.
4. The initial agreement will continue in effect for the earlier of five years or until terminated by either AHCA or the County School District. Thereafter, each renewal agreement shall be in effect for a period of five (5) years or until terminated by either AHCA or the County

School District. AHCA or the County School District may terminate this agreement by providing a thirty (30) day written notification to the other party.

**SIGNATORIES:**

\_\_\_\_\_  
Authorized School District Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
BAKER COUNTY SCHOOL BOARD

\_\_\_\_\_  
Name of County School District

\_\_\_\_\_  
Deputy Secretary for Medicaid

\_\_\_\_\_  
Date