

**MINUTES  
SCHOOL BOARD MEETING  
(Open to the Public)  
Monday, September 17, 2018 - 6:00 p.m.  
District School Board Room (270 South Boulevard East, Macclenny, Florida)**

**SUPPLEMENTAL MINUTE BOOK #47 PAGE #6**

The Baker County School Board met on Monday, September 17, 2018, at 6:00 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 Barton announced that Johnnie Jacobs, Director of Transportation was going to give the invocation followed by the Pledge of Allegiance led by Susan Voorhees, Director of Title I and Special Programs.

**CALL TO ORDER – 6:00 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 Richard “Dean” Griffis, Patricia C. Weeks, Charlie M. Burnett, III (Artie), and Tiffany McNarnay. Superintendent Sherrie Raulerson and School Board Attorney John W. Caven, Jr. were both in attendance at the meeting.

**PUBLIC HEARINGS (if any)**

➤ **6:00 - Approval of the 2018-2019 Student Progression Plan**

Chairperson Barton called the public hearing to order and opened the floor for public comment on this agenda item. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Patricia Weeks made a motion to approve, seconded by Tiffany McNarnay. The motion carried 5-0.

➤ **6:00 - Approval of the 2018-2019 Code of Student Conduct**

Chairperson Barton called the public hearing to order and opened the floor for public comment on this agenda item. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Dean Griffis made a motion to approve, seconded by Artie Burnett. The motion carried 5-0.

➤ **6:30 - Approval of the 2018-2019 Final Required Local Effort as 4.000 Millages.**

Chairperson Barton called the public hearing to order and opened the floor for public comment. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Dean Griffis. The

motion carried 5-0.
<p>➤ <b>6:30 - Approval of the 2018-2019 Final Basic Discretionary Operating as .748 Millages.</b></p>
<p>Chairperson Barton called the public hearing to order and opened the floor for public comment. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Dean Griffis made a motion to approve, seconded by Artie Burnett. The motion carried 5-0.</p>
<p>➤ <b>6:30 - Approval of 2018-2019 Final Basic Discretionary Capital Outlay Millage as 1.500.</b></p>
<p>Chairperson Barton called the public hearing to order and opened the floor for public comment. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Dean Griffis made a motion to approve, seconded by Tiffany McNarnay. The motion carried 5-0.</p>
<p>➤ <b>6:30 - Approval of the 2018-2019 Final Total Millages as 6.248.</b></p>
<p>Chairperson Barton called the public hearing to order and opened the floor for public comment. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Patricia Weeks made a motion to approve, seconded by Tiffany McNarnay. The motion carried 5-0.</p>
<p>➤ <b>6:30 - Approval of the 2018-2019 Final Budget.</b></p>
<p>Chairperson Barton called the public hearing to order and opened the floor for public comment. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Artie Burnett made a motion to approve, seconded by Dean Griffis. The motion carried 5-0.</p>
<p>➤ <b>6:30 - Approval of the 2018-2019 Final Budget Resolution.</b></p>
<p>Chairperson Barton called the public hearing to order and opened the floor for public comment. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Patricia Weeks made a motion to approve, seconded by Tiffany McNarnay. The motion carried 5-0.</p>
<p>➤ <b>6:30 - Approval of the 2018-2019 Resolution Determining Revenues and Millages Levied.</b></p>
<p>Chairperson Barton called the public hearing to order and opened the floor for public comment. No individual in the audience addressed the Board on this item. Therefore, Chairperson Barton closed the public hearing on this item and entertained a motion from the Board on it. As recommended by Superintendent Raulerson, Tiffany McNarnay made a motion to approve, seconded by Dean Griffis. The motion carried 5-0.</p>

## RECOGNITIONS / PRESENTATIONS

There were no recognitions or presentations.

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

- **A.1. Personnel Items, Out of Field Permit List: Approval to Remove Out of Field Permit Form for Danyle Lewis, Jarrell Rodgers, and Elisa Reagan.**
- **Approval to Add Item E. to the Agenda.** (*Item E. Approval to Award Bid for Replacement of the Main Electrical Switching Gear at Macclenny Elementary School to AEC Electric of Jacksonville in the Amount of \$73,400.00.*)

Chairperson Barton read the above noted recommended corrections to the agenda and entertained a motion from the Board. As recommended by Superintendent Raulerson, Patricia Weeks made a motion to approve, seconded by Dean Griffis. 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. <b>Approval of the Personnel Items List for Approval on September 17, 2018.</b>	Sherrie Raulerson (259-0401)
	A.	2. <b>Approval of the Minutes of the September 4, 2018, School Board Meeting.</b>	Sherrie Raulerson (259-0401)
	A.	3. <b>Approval of the 2018-2019 Baker County School District Professional Development Plan.</b>	David Davis (259-0429)
	A.	4. <b>Approval of the 2018-2019 Baker County School District Evaluation System.</b>	David Davis (259-0429)
	A.	5. <b>Approval of the Baker County School District Virtual Instruction Program Guide and Procedures Document. (Revised August 29, 2018)</b>	David Davis (259-0429)
	A.	6. <b>Approval of Addendum to the Memorandum of Understanding with First Coast Workforce Development, Inc. (Career Source) for Partnered Services for Adult Education Students. (MOU Previously Approved on October 17, 2016.)</b>	Ann Watts (259-0408)
	A.	7. <b>Approval to Renew Family Service Center Interagency Agreement with Women's Center of Jacksonville, Effective October 1, 2018 - September 30, 2019. (Requesting 1 Office Space at the Family Service Center.)</b>	Tina Bradley (259-0476)

	<b>A.</b>	<b>8. Approval of Contract with Blackboard Connect for Mass Communication Services, Effective October 1, 2018 - September 30, 2019.</b>	David Crawford (259-0432)
	<b>A.</b>	<b>9. Approval of Out of State Travel for Baker County High School Swim Coach Jon Mobley and a Student Athlete to Participate in a College Recruitment Event at the University of Montevallo in Montevallo, Alabama on October 5-7, 2018.</b>	Thomas Hill (259-2226)
		Chairperson Barton entertained a motion from the Board to approve the routine items. As recommended by Superintendent Raulerson, Artie Burnett 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 2018-2019 Salary Schedule.</b>	Marcelle Richardson (259-0418)
		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 Patricia Weeks. The motion carried 5-0.	
	<b>D.</b>	<b>Approval of the New Agreement with Florida Gateway College for the Water and Wastewater Treatment Contract Instruction. Funding Source: General</b>	Allen Murphy (259-6286)
		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 Dean Griffis. The motion carried 5-0.	
	<b>E.</b>	<b>Approval to Award Bid for Replacement of the Main Electrical Switching Gear at Macclenny Elementary School to AEC Electric of Jacksonville in the Amount of \$73,400.00.</b>	Denny Wells (259-5420)
		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 Artie Burnett. 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 announced that there is a senior breakfast at BCHS on Wednesday, September 19, 2018 at 7:00 a.m.
- Superintendent Raulerson said Go Wildcats! Awesome game against Menendez.
- Superintendent Raulerson praised JROTC student Cadet Powell for her initiative to arrive early to school and place words of encouragement on the desk/doors of teachers and administrators at Baker County High School.

**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 SEPTEMBER 17, 2018**

<b>EMPLOYMENT LIST FOR APPROVAL ON SEPTEMBER 17, 2018</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>
Gipson	Heather		Initial Employment / Replacing Bryana Stafford	School Nurse (197 Days)	Baker County Pre-K / Kindergarten Center	September 17, 2018
Lowe	Lincoln		Initial Employment / Replacing Tiffany Harvey	Teacher, Agriscience (197 Days)	Baker County High School	September 10, 2018
Swallows-Carney	Sarah		Initial Employment / Replacing Angela Callahan	Teacher, Language Arts - Seventh Grade (197 Days)	Baker County Middle School	August 28, 2018

<b>EXTRA DUTY LIST FOR APPROVAL ON SEPTEMBER 17, 2018</b>				
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>EFFECTIVE DATES</b>
Platto	Katherine	Extra Planning	Regular Hourly Rate / Maximum 37 Hours / Funding Source: Federal	August 13, 2018 - May 24, 2019

<b>SUPPLEMENT LIST FOR APPROVAL ON SEPTEMBER 17, 2018</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>
Callahan	Angela	For Jaime Dennis - 90 Days Only	Baker County Middle School	Peer Teacher	Board Approved Rate - Prorated	2018-2019
Clevenger	Emily	RESCIND Previously Approved on September 4, 2018	RESCIND Baker County Middle School	RESCIND Assistant Volleyball Coach	RESCIND Board Approved Rate - Effective August 20, 2018	RESCIND 2018-2019
Elledge	Greta	RESCIND Shared with Rebecca Lambright - Previously Approved on September 4, 2018	RESCIND Baker County Middle School	RESCIND Yearbook Sponsor	RESCIND Board Approved Rate - Shared Effective August 2, 2018	RESCIND 2018-2019
Kittrell	Jessica		Baker County High School	Freshman Class Sponsor	Board Approved Rate	2018-2019
Lambright	Rebecca	RESCIND Shared with Greta Elledge - Previously Approved on September 4, 2018	RESCIND Baker County Middle School	RESCIND Yearbook Sponsor	RESCIND Board Approved Rate - Shared Effective August 2, 2018	RESCIND 2018-2019
Lewis	Anne		Baker County Middle School	Youth Power Club Sponsor	Board Approved Rate	2018-2019

<b>SUPPLEMENT LIST FOR APPROVAL ON SEPTEMBER 17, 2018</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>
McHenry	Jessica	RESCIND For Hannah Warren - Previously Approved on August 20, 2018	RESCIND Baker County High School	RESCIND Peer Teacher	RESCIND Board Approved Rate - Effective August 31, 2018	RESCIND 2018-2019
Svoboda	Allison	Effective August 21, 2018	Baker County Middle School	Assistant Volleyball Coach	Board Approved Rate	2018-2019
Willoughby	Jana	For Joyce Gernhard - 90 Days Only	Baker County Middle School	Peer Teacher	Board Approved Rate - Prorated	2018-2019

<b>OUT OF FIELD PERMIT LIST FOR APPROVAL ON SEPTEMBER 17, 2018</b>						
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>MI</b>	<b>CERTIFIED IN</b>	<b>PERMIT FOR</b>	<b>SCHOOL SITE</b>	<b>EFFECTIVE DATES</b>
Carney	Steve		Social Science	Mathematics	Baker County High School	2018-2019
Clardy	Cynthia		Social Science	Language Arts	Baker County High School	2018-2019
Finley	Brandon		Prekindergarten / Primary Education	Business Tech Ed	Baker County High School	2018-2019
Hall	Karl		Social Science	Exceptional Student Education	Baker County High School	2018-2019
Harrison	Steve		Biology, Elementary Education, & General Science	Chemistry	Baker County High School	2018-2019
Hite	Jennifer		Elementary Education	Mathematics	Baker County High School	2018-2019
Holton	Ashley		Physical Education	Exceptional Student Education	Baker County High School	2018-2019
Kosier	Pam		Elementary Education and Primary Education	Science	Baker County High School	2018-2019
McHenry	Jessica		Elementary Education	Science	Baker County High School	2018-2019
Swallows Carney	Sarah		Social Science	English Language Arts	Baker County Middle School	2018-2019
Williams	Byronelle		Elementary Education and Primary Education	Business Tech Ed	Baker County High School	2018-2019

<b>SUBSTITUTE LIST FOR APPROVAL ON SEPTEMBER 17, 2018</b>					
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>MI</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>EFFECTIVE DATES</b>
Brassart	Stacia		Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	August 31, 2018
Dukeman	Brach		Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	August 28, 2018
Maxwell	Cathy		Substitute in all areas pending completion of necessary requirements except Substitute Teacher	Board Approved Rate	September 4, 2018

<b>SUBSTITUTE LIST FOR APPROVAL ON SEPTEMBER 17, 2018</b>					
<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>MI</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>	<b>EFFECTIVE DATES</b>
Padgett	Deborah		Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	August 29, 2018
Stewart	Barbara		Substitute Teacher (has completed the required Substitute Teacher Training) and all other areas pending completion of necessary requirements	Board Approved Rate	August 28, 2018

<b>LEAVE LIST FOR APPROVAL ON SEPTEMBER 17, 2018</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>
Crews	Kathy		30 Days	Personal Leave Without Pay - Medical	August 20, 2018 - October 1, 2018

<b>ADJOURNMENT FROM SEPTEMBER 17, 2018, SCHOOL BOARD MEETING</b>	
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>