

**Bronson, FL  
July 16, 2013  
9:00 A.M.  
REGULAR SESSION**

The School Board of Levy County met in Regular Session this 16<sup>th</sup> day of July, 2013 at 9:00 a.m. with Board Chair Cameron Asbell, Robert Philpot, Rick Turner, Paige Brookins, Chris Cowart and Board Attorney David Delaney present.

**Single Sign-On RFP Bid Award** Barbara Rivers presented the bid tabulations to the Board for the Single Sign-On RFP, stating that the only company to respond with a bid was “stoneware, inc.”. She said she obtained a very favorable reference on the company from Marion County School Board who is currently using them. She said the cost of the program would be \$56,000.00. She said it was the recommendation of the review committee to approve the proposal from “stoneware, inc.”. Rick Turner moved to approve “stoneware, inc.”, to provide Single Sign-On service to the School Board of Levy County as recommended by the committee, second by Chris Cowart, motion carried. (see supplemental minutes)

**Special Facility Construction Account – New WMHS** Jeff Edison presented several documents for the Board to review regarding the New WMHS Project. He said the documents were required by the FL DOE Office of Educational Facilities and would need to be board approved. He said the next meeting in Tallahassee to request Special Facility Funding for the New WMHS project will be in August. After review, Rick Turner moved to approve all four documents, including Resolution #2014-01, the Bid Advertisement Agreement, the “Not to Exceed Cost Per Student Station” Agreement, and the Final Phase III Plans Certified Agreement. Robert Philpot made the second, motion carried. The Levy County School District 5-Year Survey Project Priority List Report was also approved as part of the Addition To Consent Agenda. All documents will be sent to Violet Brown, Senior Educational Program Director at the Office of Educational Facilities, FL DOE. (see supplemental minutes)

**Request for Public Hearing August 20, 2013 - School Board Policies:** Jeff Edison requested that the Board approve advertisement for a public hearing to be held August 20, 2013 to adopt / amend the following School Board Policies: 4.141 Wellness Policy (no change, public info only), 3.05 Administrative Organization, 3.12 Public Information and Inspection of Records, 4.01 Student Progression Plan, 4.05 Examinations, 4.06 Graduation Requirements, 5.02 Student Assignment, 5.021 Homeless, 6.20 Sick Leave, 6.37 Employee Personnel Files, 6.43 Bloodborne Pathogens, 7.06 School Food Service Funds, 7.24 Hospitality Funds, 7.25 Facsimile Signatures, 7.26 Electronic Records, Signatures and Funds Transfers, 9.06 School Bus Drivers, 9.12 Safety Belts, 11.03 Use of Facilities. After discussion concerning language changes to Policies 3.05, 4.05, 4.06, 5.02, and 9.12, Chris Cowart moved to approve the advertisement for public hearing on August 20, 2013 with changes as discussed, second by Rick Tuner, motion carried. Mr. Edison said he would make the changes to the policies as discussed and have them mailed in the Board Packet for the August 6, 2013 Board Meeting so Board Members could review them and be ready to adopt / amend them at the public hearing on August 20<sup>th</sup>. (see supplemental minutes)

**Minutes:** Robert Philpot moved with second by Paige Brookins to approve the minutes of the June 18, 2013 Board Meeting, motion carried.

**Consent Agenda:** After discussion, Paige Brookins moved with second by Chris Cowart, to approve the following items on the consent agenda with changes as recommended by the Superintendent. Motion carried.

**1. GENERAL ITEMS:**

**a) Employee Status Changes:**

1. Joseph Conner, District Telecommunications Specialist, *resignation for retirement*, effective June 28, 2013, and payment for any unused leave.

2. Barbara Moosmann, WMS Guidance Counselor, **exiting DROP**, effective July 2, 2013 and payment for any unused sick leave.
3. Metha R. Sanford, YTS Teacher, **resignation for retirement**, effective June 19, 2013, and payment for any unused leave.
4. Dennis W. Webber, CMHS Assistant Principal, **transfer** to Hilltop Alternative School Principal, effective July 1, 2013, replacing Robert Turnipseed.
5. Michael E. Homan, CES Assistant Principal, **transfer** to District Coordinator of Title Programs, effective July 1, 2013, replacing Linda Durrance.
6. Danielle Rosson, BES Assistant Principal, **transfer** to CES Assistant Principal, effective July 16, 2013, replacing Michael Homan.
7. Anna G. Mikell, District Secretary to Director, **transfer** to District Grants Manager, effective July 1, 2013, position board approved June 18, 2013.
8. Deana Scharnagl, BES 11-Month School Clerk, **internal transfer** to 10-Month School Clerk, effective August 15, 2013.
9. Natalie Steinberg, YTS Teacher, **funding change**, effective August 12, 2013:
 

<b>FROM:</b>	1000E 6400 0130 0111 11332	61%
	4210E 6400 0130 0111 40241F2014	39%
<b>TO:</b>	1000E 6400 0130 0111 11332	54%
	4210E 6400 0130 0111 40241F2014	46%
10. Allen Strickland, BMHS Teacher, **funding change**, effective August 12, 2013:
 

<b>FROM:</b>	1000E 5100 0120 0021 11030	100%
<b>TO:</b>	4210E 5100 0120 0021 40241F2014	100%
11. Brenda Fulmer, BMHS Teacher, **funding change**, effective August 12, 2013:
 

<b>FROM:</b>	4210E 5100 0120 0021 40241F2014	100%
<b>TO:</b>	1000E 5100 0120 0021 11030	100%
12. Salinda Wiggins, BES Teacher **transfer** to Reading Coach with **funding change**, effective August 12, 2013:
 

<b>FROM:</b>	1000E 5100 0120 1011 11030	100%
<b>TO:</b>	4210E 6400 0130 1011 40220F2014	53%
	4210E 6400 0130 1011 40241F2014	47%
13. Christopher A. Johns, District Painter, **internal transfer** to Telecommunications Specialist, effective July 16, 2013, replacing Joseph Conner.
14. Sherry A. Grant, District Bus Driver, **resignation for retirement**, effective July 15, 2013, and payment for any unused leave.
15. Ricardo Colon, WES Head Custodian, **resignation**, effective July 23, 2013, and payment for any unused leave.
16. The following **funding changes**, CMHS, effective August 12, 2013:

Charles F. Brock (Chad)

<b>FROM:</b>	1000E 5100 0120 0053 11030	50%
	4210E 5100 0120 0053 40241F2013	50%
<b>TO:</b>	1000E 5100 0120 0051 11030	100%

Jennifer Langston

<b>FROM:</b>	1000E 5100 0120 0053 11030	100%
<b>TO:</b>	1000E 5100 0120 0051 11030	50%
	4210E 5100 0120 0051 40241F2014	50%

Effective August 15, 2013:

Carolyn P. Hart

<b>FROM:</b>	1000E 5100 0150 0051 11030	60%
	4210E 5100 0160 0051 40271F2013	40%
<b>TO:</b>	1000E 5100 0150 0051 11030	100%

Carmela M. Sementelli

<b>FROM:</b>	1000E 5100 0150 0053 11030	100%
<b>TO:</b>	1000E 6200 0160 0051 11030	60%
	4210E 6200 0160 0051 40241F2014	40%

**b) Personal Leave In Excess of Six (6) Days Leave:**

1. Rebecca Childs, JBES Teacher, August 12, 2013 through June 9, 2014 (*amending from* Extended Professional Leave, as Board approved June 18, 2013).

**c) Professional Leave Requests:**

1. AVID Summer Institute, *amend to* June 30 – July 3, 2013, Orlando, expenses paid from project #14897:  
BMHS Morgan Bennett, Genny Foshee, Mara Powell, Emma Powers, Travis Seay  
CMHS Matthew McLelland, Dennis Webber, Kelly Gore, Taven Bennett, Adam Boyd, Katie Corbin, Julie Gerhard, Stephanie Parks, Pam Plemmons, Lois Solly, Christie McElroy  
WMS Stephanie McCormick, Amber Philpot, Tanya Taylor, Carmen Ward, Kathryn West  
WHS Jennifer Dola, Page Gandy, Lindsay Legler, Jessica Moran, Jim Smith  
CKS Darby Allen, Linda Campbell, Cheryl Allen, Steven Ray, Raymond Powers, Cris Beckham, BJ Arrington, Carrie Tomlin
2. June 24 – 26, 2013, ISRD Conference, St. Augustine, all expenses paid by ISRD, no cost to Board: BES – Cheryl Beauchamp and Danielle Rosson, YTS – Suzette Pelton
3. Eric Heerschap, WHS Teacher, *amend to* June 16 – 20, 2013, AP Summer Institute, Nova SE University Ft. Lauderdale – paid SIG project #40248F2013.
4. Steve Tyson, District Transportation Coordinator and Avie Fisher, District Transportation Secretary, July 8(pm) – 11, 2013, Fuel Master Training, Tallahassee, expenses paid from project #17800.
5. Florida DOE Common Core Training, July 23 and 24, 2013, Jacksonville, paid from project #43404F2014:

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|---------|---|
| BES     | Cheryl Beauchamp, Caryl Carlisle, Inga Marie Hatch, Melinda Chemin, Salinda Wiggins, Sarah Burgess, Jackie Sohn   |
| BMHS    | John Lott, Morgan Bennett, Travis Seay, April Fleetwood, Genny Foshee, Cynthia Austin, Allen Stickland, Emma Powers   |
| CES     | Angel Thomas, Danielle Rosson, Deborah Hudson, Tammy Crosby, Sandra Roberts, Lena Weatherford, Tonya Townsend, Lori Thomas  |
| CMHS    | Matthew McLelland, Kelly Gore, Joelene Vining, Christina Smith, Valerie Perez, Jan Flemming, Katie Corbin, David Mitchell, Lita Weingart, Michelle Crawford, Gerald Lawrence, Roberta Kidd, Julie Gerhard, LaVerne Bell, Stephanie Parks, Debra Weeks, Christie McElroy |
| CKS     | Darby Allen, Lauren Adams, BJ Arrington, Linda Campbell, Cheryl Allen, Kim Bishop, Steven Ray, Kathy McCain   |
| JBES    | Jaime Handlin, Melissa Lewis, Susan Liles, Rita Inman, Devyn Chorvat, Andrea Houtman, Lauren Whitehurst, Jennifer Martin  |
| WES     | Marla Hiers, Ryan Sullivan, Jeanne DuBois, Chloe Gabriel, Hillary Cribbs, Tina Roberts, Courtney Edwards  |
| WMS     | Pamela Asbell, Joshua Slem, Camille Thompson, Barbara Leathers, Amber Philpot, Stephanie McCormick, Arnett Hall, Tammy Davis  |
| WHS     | Eulin Gibbs, Lindsay Legler, Jennifer Dola, Bobbie Jo Gowland, Page Gandy, Scott Hall, Luann Stipp, Catherine Mueller   |
| YTS     | Suzette Pelton, Candy Prescott, Paige Halberstadt, Natalie Steinberg, Melba Lovely, Melody Carson, Denise Dillon, Tracy Jenner  |
| Hilltop | Dennis Webber, Gregg Brochetti, Garry Harris  |
| Summit  | Racheal Almeida, Marcy Young, Teresa Pinder, Laura Storm, Laura Brown   |
| CTE     | Carol Jones, Angela Pompeo, Dallas Locke, Alice Graham, Tanya Taylor, Natalie Couey, Penny Bailey, Chris Wilder   |
| DO      | Jeff Edison, Patrick Wnek, Valerie Boughanem, Rosalind Hall, Kathy Lawrence, Michael Homan, Candy Dean, Barb Rivers   |
6. Rebecca M. Tyson, District Food Service Coordinator, July 24 – 26, 2013, Power Buy Group Committee Meeting / Site Visit, Okeechobee/St. Cloud, expenses paid from project #41000.
  7. Pamela Thompson, District ESE Teacher, July 30 and 31, 2013, Alternate Assessment Meeting, Tampa, all expenses paid from Measured Progress, no cost to Board.
  8. Barbara Rivers, District MIS Director, August 28 and 29, 2013, Annual Statewide Assessment and Accountability Meeting, Orlando, expenses paid project #18320.
  9. Eulin Gibbs, WHS Principal, June 19, 20 and 21, 2013, AP College Board Administrative Conference, Jacksonville, expenses paid from College Board reimbursement project #14894.
  10. Steven Ray, CKS Teacher, ***amend dates to*** July 28 – August 1, 2013, AP Summer Institute, U of S FL, Tampa, ***amend expenses paid*** by RTTT funds project #43401 00814.
  11. Check and Connect Workshop, June 19, 20 and 21, 2013, Crystal River, expenses paid by State Personnel Development Grant, no cost to Board: Karen Ridenour, Donna Bennett, Bobbie Jo Gowland, Jessica Moran Guinsler, James Smith, Kevin Whitaker
  12. Check and Connect Workshop, June 26, 27 and 28, 2013, Marco Island, expenses paid by State Personnel Development Grant, no cost to Board: Eulin Gibbs and John Stone

**d) Administrative Services:**

1. 2012-2013 Equity Report (see supplemental minutes)
2. Agreements and/or Contracts (see supplemental minutes for all contracts):
  - a. Agreement with Carr, Riggs and Ingram, CPA, to provide audit services for School Internal Accounts for the years ended June 30, 2013, June 30, 2014 and June 30, 2015
  - b. Agreements with the Levy County Health Department for 2013-2014 school year to provide the following services:
    - aa. RN to assist with ESE students at BES/BHS - project #40230F2014 IDEA B
    - bb. School Health Services – project #17010
    - cc. Teen Parent Program – project #13762
  - c. Contract with Carlton Palms Educational Center, Inc., to provide educational services to a Levy County student in residential placement for the 2013-2014 school year, paid from project #11022.
  - d. Agreement with the School Boards of Dixie and Gilchrist Counties, to participate in Multi-District Program for the Visually Impaired for the 2013-2014 school year.
  - e. Agreement with the School Board of Dixie County to provide a program for students with Intellectual Disabilities, grades K-12, for the 2013-2014 school year.
  - f. Agreement with UF Behavior Clinic to provide coordination of the Districts Positive Behavior Support (PBS) Program and other behavior-related services for Levy County students during the 2013-2014 school year.
  - g. District Interinstitutional Articulation Cooperative Agreement for Career Pathways with Santa Fe College for the 2013-2014 school year for the following programs of study :

1.	Building Construction Technology A.S.	Building Construction Tech
2.	Dental Hygiene A.S.	Dental Aide
3.	Digital Media Technology A.S.	Digital Design
4.	Biotechnology Laboratory Technology A.S.	Nursing Assistant
5.	Cardiovascular Technology A.S.	Nursing Assistant
		Nuclear Medicine A.S.
		Respiratory Care A.S.
  - h. Transportation Agreement with Marion County for the 2012-2013 SY.  
(see supplemental minutes)
  - i. Renewal of Sports/Activities Insurance and Voluntary Student Insurance with the Maksin Group for 2013-2014 school year. (see supplemental minutes)
3. Approval of the District 5-Year Survey Project Priority List (PPL). (see supplemental minutes)

e) **Recommendations:**

1. Stephanie Wolfe, BES ESE Teacher Aide, effective August 15, 2013, replacing Amber Collins.
2. Sarah Gibson, BMHS Teacher, effective August 12, 2013, replacing Adam Booth.
3. David White, BMHS Teacher Aide for STEM Lab, effective August 15, 2013 for the 2013-2014 SY paid from RTTT grant project #43401 00314.
4. Renee Fowler, CES Teacher Aide, effective August 15, 2013, 6.5 hours per day, new position Board approved June 18, 2013.
5. Lori Gabel, CES Teacher Aide, effective August 15, 2013, 6.5 hours per day, new position Board approved June 18, 2013.
6. Donald L. Whitaker, II, CHS OPS Summer Gear Up Position, up to 97 hours total, effective June 7, 2013, paid from project #14895.
7. Darlene Hopping, JBES Pre-K Teacher Aide, effective August 15, 2013, replacing Elizabeth Calhoun.
8. Meredith Stone, JBES Teacher, effective August 12, 2013, replacing Brianna Brackett.
9. Jordan Lewis, JBES Teacher, effective August 12, 2013, replacing Lillian Prado.
10. Marissa R. Schultz, WES Teacher, effective August 12, 2013, replacing Corrie Braley.
11. Lejuanna Willis, YTS Teacher, effective August 12, 2013, replacing Charles Dillon.
12. Establish 2 full-time tutor positions at BMHS for the 2013-2014 SY, 7.5 hours per day, 5 days per week, working with students on math remediation and credit retrieval to improve math scores, positions funded by STEM RTTT funds project #43401 00314 and Title I funds project #40241F2014, ***AMEND from June 4, 2013 Board Approval*** to convert 1 position to OPS tutor position, beginning August 15, 2013 and ending December 6, 2013.
13. Approval of revised job description for Assistant Superintendent of Curriculum, job description revised to reflect current job responsibilities.
14. Angela Loy, BES Teacher, effective August 12, 2013, replacing Carolyn Lewis.
15. Patricia Pelt, BES ESE Teacher's Aide, effective August 15, 2013, replacing Mary McCann.
16. Clausell A. Stevens, BMHS Custodian, effective July 23, 2013, replacing Alex G. Salas.
17. Joelene L. Vining, CMHS Assistant Principal, effective July 8, 2013, replacing Dennis Webber.
18. Matthew Detloff, CMHS Teacher, effective August 12, 2013, replacing Katie Jones.
19. Kimberly P. Baker, CMHS Teacher, effective August 12, 2013, vacancy.
20. Victoria Woods, JBES Teacher, effective August 12, 2013, replacing Olivia Odom.

21. Beverly Scott, JBES Teacher, effective August 12, 2013, replacing Amy Langworthy.

22. Bradley Hicks, WMS Teacher, effective August 12, 2013, replacing Lori McClellan.

**2. FINANCE:**

- a) Budget Amendments #17A and #17B as of June 28, 2013
- b) Resolution declaring need to maintain Board-specified academic classroom instruction and authorizing certain measures of flexible spending (see supplemental minutes)
- c) To facilitate year-end closing, the Finance Director requests permission to adjust a portion of the fund balance now specified as “assigned” as required by GASB Statement 54

**Superintendent’s Comments / Recommendations** Mr. Hastings shared the dates and information of all the summer trainings going on in the District and said the summer will be busy in preparation for the new school year. He also asked the Board to save the date for the Administrative Retreat planned for Thursday August 8<sup>th</sup>. He said the location has not yet been determined, but information will go out to them as soon as plans are finalized.

**Board Comments** Rick Turner asked if there was an increase in the Student Activities and Sports Insurance this year with the Superintendent stating no increase. Mr. Turner also asked if the District has cleared any noted Board Policy conflicts connected with the Equity Report. Jeff Edison replied that the Policies attached to the Equity Report reflect that the District is in compliance. Cameron Asbell said he was glad to see the School Visits have been scheduled and encouraged all Board Members to get them on their calendars so everyone plans to attend.

There being no further business to come before the Board, the meeting was adjourned with the Board going into a Budget Workshop, followed immediately by Executive Session.

ATTEST:

APPROVED:

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Robert O. Hastings, Secretary

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Cameron Asbell, Chairman