

**AGENDA**  
**November 2, 2004**  
**7:00 P.M.**

- A) Call to Order, Invocation and Pledge of Allegiance**
- B) Approval of Minutes of October 19, 2004 Board Meeting**
- C) District Report**
  - 1. W.H.S. FFA Recognition: Chris Wilder & Robert Philpot
- D) Welcome Visitors**
- E) Administrative & Support Services: Jeff Davis & Staff**
  - 1. Van Purchases: Gerald Ward
- F) Item(s) Withdrawn from Consent Agenda**
- G) Consent Agenda:**
  - 1) General Items:
    - a) Resignations
    - b) Illness-in-Line-of-Duty Leave Requests
    - c) Family Medical Leave Requests
    - d) Professional Leave Requests
    - e) Student Trip Requests
    - f) Recommendations
  - 2) Finance:
    - a) Amendment of Instructional and ESP Salary Schedules
    - b) Removal of Equipment from Property Inventory
    - c) Revised Small School District Council Consortium Resolution
- H) Superintendent's Comments and/or Recommendations**

**PERSONS DESIRING TO APPEAL ANY ACTION OF THE BOARD MAY BE REQUIRED BY FLORIDA STATUTES TO PROVIDE VERBATIM TRANSCRIPT OF SAID ACTION.**

**Consent Agenda**  
**November 2, 2004**  
**7:00 P.M.**

1) General Items:

a) Resignations:

1. Judith Buchanan, Assistant Superintendent/Instructional Services, for retirement, to participate in the DROP program, beginning January 1, 2005 and terminating December 31, 2009.
2. Jenny Holmes, B.E.S. Pre-K Aide, Oct. 7, 2004.
3. Joe Lowe, C.M.S. Language Arts Teacher, Nov. 5, 2004.
4. Celina Lancaster, J.B.E.S. ESOL Aide, Nov. 15, 2004.

b) Illness-in-Line-of-Duty Leave Requests:

1. Marilyn Fugate, J.B.E.S. Teacher, Oct. 29, 2004 (3.5 hrs.).
2. Gregory Brochetti, B.H.S. Teacher, Oct. 26, 2004 (2.0 hrs.)

c) Family Medical Leave Requests:

1. Sandra Hinrichs, B.H.S. Teacher, **amend** from Nov. 11, 2004 – Jan. 10, 2005 to Nov. 9, 2004 – Jan. 10, 2005.
2. Deborah Burgman, W.M.S. Custodian, **amend** from Sept. 15 – December 8, 2004 to Sept. 15 – October 22, 2004
3. Dianne B. Caridi, W.M.S. Guidance Counselor, Nov. 22, 2004 – Feb. 28, 2005.

d) Professional Leave Requests:

1. Julie Hurst, C.M.S. Guidance Counselor, Nov. 17-20, 2004, Guidance Counselor Meeting, St. Petersburg, FL (project 1906).
2. Cindy Putnam, B.H.S. Teacher, Oct. 27 (p.m.) – 30, 2004, FL Council of Teachers of Mathematics, Miami, FL (project 1906).
3. Alexander DiRocco, B.H.S. Teacher, FL Council of Teachers of Mathematics, Miami, FL, **amend** from Oct. 28-30, 2004 to Oct. 27 (p.m.) – 30, 2004 (project 1906).
4. Carole Tillson, Countywide Occupational Therapist, Nov. 5-7, 2004, DOE Workshop, “Weekend with the Experts” Autism, Lake Mary, FL (project 452302).

5. Josie Crooms, ESE/Section 504 Coordinator, Nov. 16-17, 2004, ESE Instruction “Train the Trainer” Workshop, Palatka, FL (reimbursed by FDLRS).
  6. Melissa Forney Writing Workshop, Tall., FL:  
  
**Nov. 15 (p.m.) – 17, 2004** (project 452401):  
  
**B.E.S.:** Amie Bachle, Patricia Knecht, Margaret Perryman, Julie Trimm  
  
**Nov. 16-17, 2004** (project 1906):  
  
**W.E.S.:** Nancy Priest, Nancy Bowman
  7. Title I Conference, Nov. 7-10, 2004, Orlando, FL:  
  
**C.E.S.:** Pauline Brown (project 1906)  
**W.E.S.:** Denise Schultz (project 452401)
  8. Jack Halabrin, W.M.S. Ag Teacher, Nov. 17-19, 2004, Agriscience Teacher Leadership Program, Clewiston, FL (project 15300).
  9. FL School Food Service Association Conf., Jacksonville, FL (project 410):  
  
**Nov. 16 (p.m.) – 19, 2004:** Betty Barber, Food Service Coordinator, and Managers, Marilyn Maxwell, C.E.S., and Helen Wallace, W.H.S.  
  
**Nov. 17 (p.m.) – 19, 2004:** Managers: Kelly Mashburn, B.E.S., Frances Hill, B.H.S., Susan Rains, C.K.S., Charlotte Hathcox, C.M.S., Cheryl Allen, J.B.E.S, Darlene Kidd, W.M.S., and Marianne Sedor, Y.T.S.
  10. James Surles, Mechanic, Nov. 2 (p.m.) – 4, 2004, Bus Inspector “Train the Trainer” Class, Bartow, FL (project 17800).
  11. Kathy McCain, C.K.S. Teacher, Nov. 18 (p.m.) – 19, 2004, Pre-K/Kg Programs Conf., Orlando, FL (project 1372).
- e) Student Trip Requests:
1. Katie Jones, C.H.S. FFA Sponsor, 4 students, private automobile, Nov. 6-7, 2004, FFA Leadership Conf., Haines City, FL (sponsor’s expenses paid from project 15300; all other costs paid from school internal funds).
  2. Ashley Clemenzi, W.H.S. Girl’s Golf Sponsor, 1 student, private automobile, Oct. 25, 2004, Girl’s Regional Golf Tournament, Alachua, FL (school internal funds).

3. Joseph Clemenzi, W.H.S. Boy's Golf Sponsor, 1 student, private automobile, Oct. 25, 2004, Boy's Regional Golf Tournament, St. Augustine, FL (school internal funds).
4. Alice Graham, C.H.S. Health Education Teacher, 3 students, private vehicle, Nov. 19-21, 2004, Health Occupations Students of America Leadership Conf., High Springs, FL (no cost to Board).
5. Thomas M. Bennett, W.M.S. Jr. BETA Club Sponsor, and chaperones, Carmen Ward, Deborah Lamb, Evelyn Poupard, Arlene Williams, 35 students, bus, Nov. 15-16, 2004, Jr. BETA Club State Convention, Orlando, FL (school internal funds).

f) Instructional Services:

1. Amendment to Purchase Services Agreement with Amanda Tiller, CNA/HHA, to add the following under paragraph 4:
  - d. During any period of time that the student is unable to attend school to the extent that he has been staffed into and is receiving instructional services in the Hospital/Homebound program, the provisions of paragraph 4 shall be suspended and in lieu thereof, the Contractor will provide up to ten (10) hours per week of Essential Services in the student's home or such other location in Levy County as he may be located.

g) Recommendations:

1. Appointments and/or Transfers:
  - a. Melanie Kantor, C.E.S. Food Service Worker, Oct. 20, 2004, replacing Sherry Osteen.
  - b. LuAnn Friedberg, B.H.S. Language Arts Teacher, Oct. 25, 2004, position approved Sept. 7, 2004.
2. B.E.S. ESE Teacher Aide position, currently held by Tanya Barrineau, **increase** from 5 hrs./day to 6 hrs./day, effective Nov. 3, 2004, paid from project 452302.
3. Out-of-field status for the following personnel for the 2004-2005 school year:

| Site    | Employee           | Certification | OOF Area(s) |
|---------|--------------------|---------------|-------------|
| W.M.S.: | Ginger H. Copeland | VE            | ESOL        |

4. Payment to the following personnel for supplemental activities during 2004-2005:

| Site    | Employee     | Supplement  | SP#       | Date     |
|---------|--------------|-------------|-----------|----------|
| B.E.S.: | Linda Keller | Dept. Chair | 230 (add) | 10/18/04 |

|                  |                             |                        |              |          |
|------------------|-----------------------------|------------------------|--------------|----------|
|                  | Stephanie Hogle             | Dept. Chair            | 230 (add)    | 10/18/04 |
|                  | Patricia Coleman            | Dept. Chair            | 230 (add)    | 10/18/04 |
|                  | Brenda C. Snider            | Dept. Chair            | 230 (add)    | 10/18/04 |
|                  | Amie Bachle                 | Dept. Chair            | 230 (add)    | 10/18/04 |
|                  | Anne Williams               | Dept. Chair            | 230 (add)    | 10/18/04 |
|                  | Barbara Ferris              | Dept. Chair            | 230 (add)    | 10/18/04 |
|                  | Jenny Holmes                | Computer Comm.         | 200 (delete) | 10/07/04 |
|                  | Linda Legare                | Computer Comm.         | 200 (add)    | 10/18/04 |
| <b>B.H.S.:</b>   | Kyle Quincey                | Peer Teacher           | 410 (delete) | 10/15/04 |
|                  | Mary Schuler                | Basketball, MS (G)     | 165 (add)    | 08/05/04 |
|                  | Donald Boyd                 | 7 <sup>th</sup> Period | 450 (add)    | 08/27/04 |
| <b>J.B.E.S.:</b> | Suzanne Barrett             | Lunchroom Cert.        | 381 (add)    | 08/31/04 |
|                  | Deborah G. Laws             | CDA (Pre-K only)       | 170 (add)    | 08/05/04 |
| <b>W.M.S.:</b>   | Irene Eland                 | Golf, MS               | 302 (add)    | 08/09/04 |
| <b>W.H.S.:</b>   | Sally Holton                | Peer Teacher           | 410 (add)    | 08/03/04 |
|                  | Michele Winningham          | Peer Teacher           | 410 (add)    | 08/03/04 |
| <b>Y.T.S.:</b>   | ** Candy Prescott           | Adm. Asst. (P/T)       | 101 (add)    | 10/25/04 |
|                  | ** Paid from Project 134405 |                        |              |          |

5. **Additional Hours:**

**W.H.S.:** Awilda Perez Homebound services/addition of 4 hours per week (total-up to 6 hrs. per week), plus mileage, effective Oct. 22, 2004

6. Transfer W.E.S. ESE Teacher Aide position, currently held by Tonya Colson to B.E.S., effective Oct. 25, 2005.

7. In keeping with class size reduction goals and requirements, establishment of additional instructional units at the following schools:

C.E.S.: 1 unit  
W.E.S.: 1 unit

8. In keeping with the instructional staffing formula, establishment of one instructional unit at J.B.E.S.

2) **Finance:**

a) Amendment of Instructional and ESP Salary Schedules, to allow payment to the following personnel for:

**Payment of State A+ Plan School Recognition Program Bonuses to B.E.S. and C.E.S. Personnel**, as voted on and approved by school staff and SAC (attachments #1 and #2).

**Coordinate Academic Improvement Plans**, paid hourly rate of pay (up to 50 hrs. each), from project 4524011:

**W.E.S.:** Carol Glass, Dolores Gaitanis

**After School ESOL Tutoring, beginning Sept. 20, 2004, 3 days/week, 1 hr./day**, paid hourly rate of pay from project 442907:

**W.E.S.:** Kathleen Brewington, Mary Guinsler

**Functional Behavioral Assessment Training, B.E.S., Oct. 26, 2004**, paid stipend rate for up to 1 hour from project 452302:

**H.T.S.:** Susan Gruber, J.D. Wallace

**B.H.S.:** Ellen Holbrook, Linda Weinar, Marie DePalma

**C.E.S.:** Carol Russell

**Functional Behavioral Assessment Training, B.E.S., Nov. 16, 2004**, paid stipend rate for up to 1 hour from project 452302:

**W.E.S.:** Melinda Leko, Stephanie Sofield, Mindi Bates, Patricia Fuller

**W.H.S.:** Amy Lowyns, Karen Warren, Maritza Torres-Bolam

**Y.T.S.:** Sandra Smith

- b) Removal of the following equipment from property records for reasons listed:

**Missing Property:**

| <b>Property #</b>              | <b>Description</b> | <b>Acquisition</b> | <b>Amount</b>     |
|--------------------------------|--------------------|--------------------|-------------------|
| <b>C.H.S.:</b>                 |                    |                    |                   |
| C – 8226                       | Gateway Computer   | 11/96              | \$2,159.00        |
| C – 8600                       | Gateway Computer   | 10/98              | <u>\$1,276.00</u> |
|                                |                    | Total              | \$3,435.00        |
| <b>W.M.S.:</b>                 |                    |                    |                   |
| C – 6819                       | Gateway Computer   | 03/95              | \$1,986.00        |
| <b>W.H.S.:</b>                 |                    |                    |                   |
| C – 8090                       | Gateway Computer   | 06/97              | \$1,823.00        |
| C – 9340                       | Gateway Computer   | 11/99              | \$1,849.00        |
| C – 9944                       | Gateway Computer   | 02/01              | <u>\$1,052.00</u> |
|                                |                    | Total              | \$4,724.00        |
| <b>Total Missing Property:</b> |                    |                    | \$10,145.00       |

**Obsolete Property:****B.H.S.:**

|          |                            |       |            |
|----------|----------------------------|-------|------------|
| C – 7996 | Net Blazer Terminal Server | 04/97 | \$1,889.30 |
|----------|----------------------------|-------|------------|

**C.E.S.:**

|          |                     |       |            |
|----------|---------------------|-------|------------|
| C – 5336 | Panasonic Camcorder | 10/92 | \$1,430.00 |
|----------|---------------------|-------|------------|

**C.H.S:**

|          |                  |       |            |
|----------|------------------|-------|------------|
| C – 2555 | Control Unit     | 06/86 | \$3,932.49 |
| C – 6196 | Gateway Computer | 03/94 | \$1,836.54 |
| C – 6281 | Gateway Computer | 03/94 | \$1,836.54 |
| C – 6288 | Gateway Computer | 03/94 | \$1,836.54 |

|                                 |  |  |             |
|---------------------------------|--|--|-------------|
| <b>Total Obsolete Property:</b> |  |  | \$12,761.41 |
|---------------------------------|--|--|-------------|

**Cannibalized Property:****C.E.S.:**

|          |            |       |            |
|----------|------------|-------|------------|
| C – 9762 | S8M Switch | 07/00 | \$1,355.99 |
| C – 9763 | S8M Switch | 07/00 | \$1,355.99 |

**C.M.S.:**

|          |                  |       |            |
|----------|------------------|-------|------------|
| C – 7842 | Gateway Computer | 01/97 | \$1,793.00 |
|----------|------------------|-------|------------|

|                                     |  |  |            |
|-------------------------------------|--|--|------------|
| <b>Total Cannibalized Property:</b> |  |  | \$4,504.98 |
|-------------------------------------|--|--|------------|

**Surplus Property:****County Office:**

|          |                         |       |            |
|----------|-------------------------|-------|------------|
| C – 6299 | Memorex Printer         | 03/94 | \$6,260.00 |
| C – 6522 | Mannesman Tally Printer | 09/94 | \$9,153.50 |

- c) Revised Small School District Council Consortium Resolution for participation in the Consortium for years 2001-2002, 2002-2003, and 2003-2004.