



SCHOOL BOARD OF LEVY COUNTY

JEFFERY R. EDISON

Superintendent

AGENDA

February 11, 2020

6:00 p.m.

CAMERON ASBELL
District 1

CHRIS COWART
District 2

BRAD ETHERIDGE
District 3

PAIGE BROOKINS
District 4

ASHLEY CLEMENZI
District 5

480 Marshburn Dr.
Bronson, FL 32621-0129

PHONE 352-486-5231
FAX 352-486-5237

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- | | |
|--|-------------------------------------|
| A) <u>Call to Order, Invocation and Pledge of Allegiance:</u> | Board Chairman |
| B) <u>Adoption of Agenda:</u> | Board Chairman |
| C) <u>Welcome Visitors:</u> | Board Chairman |
| D) <u>BMHS CTE Presentation – Gaming/Simulation/Programming:</u> | Michael Wilson |
| E) <u>WES ESOL Community Classrooms:</u> | Jaime Handlin and Rebecca Childs |
| F) <u>Approval of Minutes of the February 25, 2020 Board Meeting:</u> | Board Chairman |
| G) <u>Consent Agenda:</u> | |
| 1. GENERAL ITEMS: | |
| a. Employee Status Changes/Recommendations: | |
| b. Family Medical Leave Requests: | |
| c. Professional Leave Requests: | |
| d. Student Trip Requests: | |
| e. Administrative Services: | |
| 1. Contracts and/or Agreements: | |
| 2. FINANCE: | |
| H) <u>Superintendent's Comments / Recommendations:</u> | |
| I) <u>Board Comments:</u> | |

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

*Our mission is to educate all students in a safe environment and
to graduate them ready for college and career success.*

**Consent Agenda
March 10, 2020
6:00 p.m.**

1. GENERAL ITEMS:

a) Employee Status Changes / Recommendations:

1. Lisa Gant, JBES School Counselor, *exiting DROP early*, effective July 31, 2020, original hire date September 28, 1987.
2. Nancy Hatcher, YTS Teacher, Language Arts, M/J, *resignation*, effective June 1, 2020, and *payment* for any unused leave, original hire date August 5, 2019.
3. Francie Daniels, YTS Receptionist, *to* Confidential Secretary, *effective* March 16, 2020, *vacancy*.
4. Hannah Kruse, BMHS AVID Tutor, *effective* February 19, 2020, *vacancy*.
5. Jennifer McCain, CKS Teacher Aide, ESE *to* Data Entry Clerk, *effective* February 18, 2020, *vacancy* and *change in funding source* as follows:

 From: 4210E 5200 0150 0041 40230 F2020 100%

 To: 1000E 6120 0160 0041 11030 100%
6. Kyndra Sailor, YTS FNS Assistant Manager, *transfer to* Health Assistant, *effective* March 16, 2020, *vacancy*.
7. Phil Prescott, CKS AVID Tutor, *effective* February 27, 2020, *vacancy*.
8. Shannon McAbee, JBES Teacher, First Grade, *resignation*, effective June 1, 2020, and *payment* for any used leave, original hire date August 6, 2018.
9. Request approval of the *revised* job description for Coordinator of School Safety.

b) Family Medical Leave Requests:

1. **(Board approved 1/14/20)** Susan Gruber, Countywide Teacher, Hospital/Homebound, December 5, 2019 – February 28, 2020 *amend* ending date to March 16, 2020.

c) Professional Leave Requests:

1. Wilda Long, CMHS Teacher, Vocational Business, Computer Science Camp for Teachers, March 1-6, 2020, Chipley, FL., travel expenses paid from Project #15322.
2. Marcy Young, Coordinator, ESE/SS, 504, to the following meetings, travel expenses paid from Project #40230 F2020:
 - April 21-24, 2020: Florida Professional Assoc. of Staffing Specialists Conference, Tampa, FL.
 - April 26-28, 2020: Working with the Experts SLP, OT, PT Leaders Event.

3. Glazier Coaching Clinic, February 28 – March 1, 2020, Tampa, FL., no cost to Board for the following:

WMHS: Richard Whittington, Teacher, PE S/H and David May, Teacher Aide, Other, Basic

4. Grants 4 Schools Conference, March 11-13, 2020, Orlando, FL., travel expenses paid from Project #19060 for the following:

WES: Jaime Handlin, Principal

WMHS: Joshua Slemp, Principal

5. Holly Willis, BES Assistant Principal, District Coordinator Meeting Florida Positive Behavior Intervention and Support, March 9-12, 2020, Miami, FL., travel expenses paid from Project #40234 F2020.

d) Student Trip Requests:

1. **(Board approved 2/25/20)** FBLA to State Convention, March 12-15, 2020, Orlando, FL., travel expenses paid from Project #15300, for the following schools, ***amend to add:***

WMHS: Chaperone Kim Nivala, 11 students, sharing bus with CMHS.

2. **(Board approved 2/11/20)** WES 4th Grade Classes Field Trip to Florida Historical Site Visit, St. Augustine, FL., March 6, 2020, chaperones Kathleen Olson, Tamara Lutz, Brooke Sanford, Brittany Gainey, Clayton Griffin, Susan McDonald, Vivian Becham, Analisse Curry, Rebecca Zank, 200 students, four charter busses, paid from Project #14920, ***amend to add*** chaperones Serena Kline and Adriana Perez.
3. BMHS ESE classes to Sea World, March 23, 2020, Orlando, FL., chaperones Teresa Collins, Rebecca Hood, Margarette Stewart, 18 students, charter bus, travel expense paid from Project #14920.

e) Administrative Services:

1. **Contracts and/or Agreements:**

- i. Internal Connections (Large Network Switches).
- ii. Internal Connections (Wireless Access Points and Uninterruptible Power Supplies).

2. FINANCE:

- a. Budget amendment 9B #19-00017.



SCHOOL BOARD OF LEVY COUNTY

JEFFERY R. EDISON

Superintendent

BOARD MEETING

March 10, 2020

Administrative Office, School Board Room

6:00 p.m.

Superintendent Approval Items

(Initial)

1. FINANCE:

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

Payment of Supplements to the following personnel for supplemental activities during the 2019-2020 school year, effective August 5, 2019 or as indicated.

| <u>School</u> | <u>Number</u> | <u>Name</u> | <u>Supplement</u> | <u>Percent</u> | <u>Effective Date</u> |
|---------------|---------------|-----------------|---------------------------|----------------|-----------------------|
| BES | SP220 | Kevin Jones | Degree 3 yr for Inst. ESP | 100% | 02/12/2020 |
| BES | SP221 | Emily Van Dyk | Degree AA for Inst. ESP | 100% | 02/19/2020 |
| BES | SP410 | Robin Romagnolo | Peer Teacher (Moyers) | 100% | 02/24/2020 |
| BES | SP410 | Tina Bowman | Peer Teacher (Hart) | 100% | 02/24/2020 |

- **Professional Development:** Request approval of the agreement between the School Board of Levy County and *Sandra Prew* to provide Professional Development for Instructional Practices for Primary Grades in Foundation Skills, February through June 2020, paid from Project #40220 F2020, Title II, part A.
- **(Board approved 10/8/19) CMHS Parent Conference Nights:** Request approval to pay the following teachers and paraprofessional, *up to eight (8) hours each*, at their regular hourly rate of pay, to participate in Parent Conference Nights during the 2019-2020 school year, paid via time sheets and paid from Title I Project #40241 F2020, *amend to add* Gregory Marra.
- **New Teacher Cadre:** Request approval to pay the following teachers and in-county Consultants *up to one 1 day stipend pay* for attending the New Teacher Cadre between December 2019 and February 2020, paid via sign-in rosters and paid from Project #40220 F2020, Title II:

Teachers: Roxanne Lowe, Hunter Burney, Sathiyaraj Balakrishnan, Susan Woolson, Chelsea Dola, Stephanie McSwain, Stephanie Harris, Nicole Schneiber, Cindy Pharis, Kearston Andrews, Kodie Jones, Tayler Smith, Rebecca Hood, Madisen Justesen, Julie Whiteacre, Nicole Gill, Robin Garrison, James Corbin, Greg Marra, Stacey Roberson, Sarah-Michelle Swartz, Tayler Smith, Rebecca Johnston, Kearston Andrews

In-County Consultant Stipend: Laurie Beauchamp, Stephanie Parks, Michelle Ruiz, Robin Romagnolo, Kacey Meadows

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Agreement for College of Central Florida's Collegiate High School Program at West Port High School

This Agreement is by and between **The District Board of Trustees of The College of Central Florida (CF)** located at 3001 S.W. College Road, Ocala, 34474 and **The Levy County School Board (LCSB)** located at 480 Marshburn Dr, Bronson, FL 32621.

The parties agree as follows:

1. CF Collegiate High School Program

1.1. Program Description The CF COLLEGIATE HIGH SCHOOL PROGRAM at LCSB's West Port High School (WPHS) is a subset of existing Early College Program at WPHS. The CF COLLEGIATE HIGH SCHOOL PROGRAM is a Dual Enrollment Program that provides an opportunity for eligible 12th grade students to enroll in college-level courses to obtain dual (high school and college) credits on the WPHS campus. The CF COLLEGIATE HIGH SCHOOL PROGRAM is a cooperative effort between CF and LCSB to provide postsecondary coursework, which enables eligible students to receive a minimum of 30 hours during the fall and spring WPHS terms and Career and Professional Education (CAPE) industry certifications, as defined in CS/CS/SB 850: Education (2019), where appropriate. The CF COLLEGIATE HIGH SCHOOL PROGRAM will be accessible to all eligible students residing within CF's service area, which includes Marion, Citrus, and Levy County.

1.2. Delineation of Courses and Industry Certifications Courses to be provided by CF under this Agreement will be mutually agreed upon by CF and LCSB, and will avoid unnecessary duplication of existing courses in grade 12. Any course in the Florida Department of Education's Statewide Course Numbering System, except development education and physical education skills courses, may be offered as Dual Enrollment. Courses not offered at the WPHS site may be taken online or at CF. Students will have the opportunity to earn CAPE industry certifications.

1.2.1 CF will furnish WPHS with a copy of the current courses (and URL for online access) with a description of each course offered as Dual Enrollment. Specific courses to be provided on the WPHS campus must be mutually agreed upon by the WPHS principal and CF.

1.2.2 CF will develop a Student Education Plan (SEP) for each student participating in the CF COLLEGIATE HIGH SCHOOL PROGRAM. The SEP will ask each student to identify an educational objective with which to guide course selection. At a minimum, each SEP must include a list of courses that will result in an Applied Technology Diploma,

an Associate in Science (A.S.) degree, or an Associate in Arts (A.A.) degree. If a student identifies a baccalaureate degree as the objective, the SEP must include courses that will meet the general education requirements, as well as any prerequisite requirement for entrance into a select baccalaureate degree program.

1.2.3 Postsecondary courses in foreign languages, mathematics, English, Sciences, social studies, computer science, performing or visual arts, applied technology, and any other classes that comply with applicable state regulation will be counted toward meeting the graduation requirement, as specified in Section 1003.4282, Fla. Stat. (2019)

1.2.4 Students will have opportunity to participate in the CF COLLEGIATE HIGH SCHOOL PROGRAM until they: (a) graduate; (b) have successfully earned an associate's degree; or (c) have accrued 67 hours of college credits. The calculation of 67 hours of college credits is inclusive of all college-credit earning coursework.

1.2.5 Students wishing to pursue participation in the CF COLLEGIATE HIGH SCHOOL PROGRAM at WPHS must contact their high school counselor to discuss CF COLLEGIATE HIGH SCHOOL PROGRAM admissions criteria and obtain admissions application information.

1.3 Eligibility Requirements Students must have an overall grade point average (GPA) of 3.0 on an unweighted 4.0 scale to qualify for participation in the CF COLLEGIATE HIGH SCHOOL PROGRAM. Continued eligibility requires that students maintain a 3.0 unweighted high school GPA and the minimum GPA required by CF.

1.3.1 Student Identification and Approval High School counselor will identify those students qualified to participate in Dual Enrollment classes. Qualified students must obtain approval from the high school principal to be eligible for participation in the CF COLLEGIATE HIGH SCHOOL PROGRAM.

1.3.2 Student Readiness Eligible students must be enrolled in LCSB and must be working towards a high school diploma. Students must pass all portions of the ACT, SAT or PERT, in accordance with the cut score established by CF, to demonstrate readiness for college-level coursework. Any combination of ACT, SAT or PERT test scores may be considered, if taken within two years of the beginning of classes for first-time Dual Enrollment Students. Cut scores for the three placement test are as follows:

| | <u>ACT</u> | <u>SAT</u> | <u>PERT</u> |
|-----------------|------------|------------|-------------|
| Reading | 19 | 24 | 106 |
| English/Writing | 17 | 25 | 103 |
| Mathematics | 19 | 24 | 114 |

1.3.3 Additional Eligibility Requirements

1.3.3.1 Students must achieve a 114 PERT score to qualify for placement in MAT0133, MGF1106, MGF1107 or STA2023.

1.3.3.2 Students must achieve a 123 PERT score to qualify for placement in MAC1105 or College Algebra.

1.3.3.3 Students enrolling in MAC1105 must achieve the following scores: ACT 25; SAT 26.5; PERT 123. Students who wish to take Upper-level math beyond MAC1105 must satisfy the aforementioned test requirements and take the College Level Math (CLM) test and score a 70 or higher.

1.3.3.4 Students must pass the 10th Grade English Language Arts (ELA) Florida Standards Assessments (FSA), as well as the Florida End-of-Course (EOC) exam for Algebra 1.

1.3.3.5 Students in need of required FSA remediation will not be eligible for Dual Enrollment, unless accepted in writing and approved by the student's high school principal and CF's Vice President for Academic Affairs (or designee)

1.3.3.6 Students enrolled in Advanced Placement (AP) English Literature or English Language are eligible to take courses that have ENC 1101 as a co-requisite during the same semester. Students who score a Level 3 or above on the AP English Literature or English Language examinations will be eligible to take courses that have ENC 1101 as a pre-requisite in subsequent semesters.

1.3.3.7 Students participating in the CF COLLEGIATE HIGH SCHOOL PROGRAM must enter into a student/parent performance contract, which must be signed by the student, the parent/guardian, and a representative of LCSB, WPHS, and CF, respectively.

1.3.3.8 Students must have completed their sophomore year in high school by passing 12 high school credits to be consider for participation in the CF COLLEGIATE HIGH SCHOOL PROGRAM. Students are no longer eligible for participation in the CF COLLEGIATE HIGH SCHOOL PROGRAM upon successfully completing four years of enrollment in high school or high school graduation, whichever comes first.

1.3.3.9 Students who will graduate from high school before completion of a postsecondary course may not register for the course through Dual Enrollment or the CF COLLEGIATE HIGH SCHOOL PROGRAM. High school seniors may NOT take Summer-A courses as Dual Enrollment.

1.3.3.10 Students may lose the opportunity to participate in the CF COLLEGIATE HIGH SCHOOL PROGRAM if they are disruptive to the learning process.

1.4 Enrollment Process

1.4.1 Application Process Students interested in the CF COLLEGIATE HIGH SCHOOL PROGRAM must meet the Dual Enrollment eligibility requirements set forth by the CF and LCSB Articulation Agreement. Students and parent/guardian should contact the WPHS Early College Coordinator and apply for a district magnet approval. Once approved to attend the WPHS magnet, students must complete the CF online Dual Enrollment application. Students must print the parent approval form from the email received from CF upon submission of the application. The parent/guardian must also sign permitting the student to participate in the CF COLLEGIATE HIGH SCHOOL PROGRAM. Students must deliver the form to their high school counselor. Students will be issued a CF ID number to view the student portal for additional requirements. Students are responsible for requesting and approving all documents needed for eligibility, including their high school transcripts and placement test scores (ACT, SAT, or PERT). All documentation must be received by CF's Dual Enrollment Coordinator by the posted application deadlines. After all documents are received and processed by CF's Dual Enrollment Coordinator, students will receive an email stating they have been admitted to the CF COLLEGIATE HIGH SCHOOL PROGRAM. If student does not meet eligibility criteria or does not submit the paperwork by the posted deadline, CF's Dual Enrollment Coordinator will contact the student's high school counselor, who will be responsible for contacting the student.

1.4.2 Orientation After a student is fully admitted, the student will receive an email with instructions to view the online Dual Enrollment orientation on the CF portal. The student orientation is required to register for Dual Enrollment courses and requires each student to pass a quiz at the end of the orientation. After submitting a passing score, the student will select a registration session time and day.

1.4.3 Registration Registration for Dual Enrollment student taking classes on the CF campus will take place after the 10+ credit hour priority registration, but before 0+ registration date each semester. Registration will be completed through the school guidance counselor. The student must review the schedule posted on the MyCF Portal to select courses for registration each term. The school guidance counselor will assist the student in their course selection to ensure the course requirements are met for high school graduation. WPHS counselors will submit an electronic spreadsheet showing the student to be registered for the courses offered on their campus. Students attending Dual Enrollment classes held in high school facilities during regular school hours will be subject to the School District attendance regulations. Students attending Dual Enrollment classes held in college facilities during or after school

hours or at high school facilities after regular school hours will be subject to CF attendance policies.

1.4.4 Withdrawal Process CF COLLEGIATE HIGH SCHOOL PROGRAM students will follow CF's withdrawal policy. Students have the option to withdraw from a course(s) within the withdrawal period. The student may see the high school counselor to complete the Dual Enrollment Withdrawal form. The student, instructor and counselor must sign the form and deliver it to CF's Dual Enrollment Coordinator before the deadline to ensure processing. The student will receive a "W" on the transcript to document the attempt in the course.

1.4.5 Course Load Seniors participating in the CF COLLEGIATE HIGH SCHOOL PROGRAM may take up to 15 credit hours in the fall and spring terms.

1.4.6 Grade Distribution All students enrolled in Dual Enrollment classes will be graded on the same basis as other college students in the same course. CF will assign letter grades to each student/course and the letter grade assigned will be posted to the student's high school transcript by LCSB. Grades will be electronically and securely transmitted by CF to WPHS and the LCSB's office for posting.

2. Communication Methods, Medium, and Process for Students and Parents

2.1 References to students throughout this document mean any eligible student enrolled at WPHS from any Marion County, Citrus County, or Levy County public high school.

2.2 CF will provide information to high schools throughout Marion, Citrus and Levy Counties regarding requirements for participation at WPHS and the educational benefits to be derived from the CF COLLEGIATE HIGH SCHOOL PROGRAM.

2.3 The School Board of Marion County, Citrus County School Board, Levy County School Board, and high schools throughout each district will utilize published, electronic or other media to notify students and their parent/guardian of the opportunity to participate in the CF COLLEGIATE HIGH SCHOOL PROGRAM. The high school will provide information, using these same methods, to students and their parent/guardian of the eligibility criteria for participation in the CF COLLEGIATE HIGH SCHOOL PROGRAM. Information regarding CF COLLEGIATE HIGH SCHOOL PROGRAM, including the return on investment associated with participation in the program, is provided annually via mailings, magnet fairs, and magnet caravans.

2.4 CF will post applications deadlines and registration dates on its Dual Enrollment web page at least one term in advance.

2.5 CF Admissions & Records staff will coordinate and work with LCSB and WPHS on targeted CF COLLEGIATE HIGH SCHOOL PROGRAM recruiting activities.

3. Delivery Methods for Instruction and Instructors for All Courses

3.1 LCSB or WPHS will supply all instructors for courses taught at the WPHS facility. Each instructor must submit adjunct applications to CF with all required transcripts to be certified by CF. The Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) (including Section 3.7.1) and the policies of CF (including Policy 6.02: Employment Requirement) govern faculty credentialing requirements

3.2 Students in the CF COLLEGIATE HIGH SCHOOL PROGRAM will take lecture courses at WPHS, and will also have access to all lecture, hybrid, and online courses taught at CF.

4. Advising Services and Progress Monitoring

4.1 All A.A. degree-seeking students must be advised by a CF A.A. advisor in the semester that they reach 30 earned credit hours, to learn about the requirement to complete the A.A. degree and any additional requirements necessary to transition into the bachelor's degree program and the institution of their choice.

4.2 CF will provide academic advising services to CF COLLEGIATE HIGH SCHOOL PROGRAM students, monitor their progress and attendance in Dual Enrollment classes, and provide progress and attendance reports to WPHS at the college mid-term and upon completion of the college terms.

4.3 The CF COLLEGIATE HIGH SCHOOL PROGRAM and Dual Enrollment courses meet the curricular expectations and offer the same depth and rigor of non-Dual Enrollment Postsecondary instruction, including those offered on the high school campus.

4.4 Students will be informed during Dual Enrollment orientation that they should plan to study two – three hours outside of class for every one hour they are in the class, to be successful in college-level courses. In addition, Dual Enrollment courses become a part of a student's permanent college transcript are calculated into the student's permanent postsecondary GPA.

5. Program Review and reporting Mechanism (Student Performance Outcomes)

5.1 Each year, CF will perform a grade distribution analysis and share that information with LCSB.

5.2 The CF COLLEGIATE HIGH SCHOOL PROGRAM will be reviewed as a part of CF's Service Unit Assessment process for the Early College Program every three years.

5.3 CF will select and certify the instructors for Dual Enrollment courses taught at college facilities.

5.4 LCSB instructors who teach CF COLLEGIATE HIGH SCHOOL PROGRAM courses during the regular or extended school day will be evaluated by the high school administration using the districtwide evaluation instrument. Those instructors will also be observed for evaluative purposes by CF administrator, faculty liaison, or a trained LCSB official, in accordance with CF's faculty evaluation processes.

5.5 CF will follow the LCSB guidelines for the performance of employees when evaluating the Collegiate High School instructors. This will include following the procedures for sharing and discussing the performance assessment tool/process with those being evaluated at least 20 days before the classroom observation; scheduling the observation in advance; providing a copy of the performance assessment to the instructor within 10 working days after the observation; allowing the instructor to submit a written rebuttal to be placed with the assessment document in his/her personnel file housed in the Human Resource Office at CF; and allowing the instructor the right to inspect, review, and copy the content of his/her personnel file. The results of CF's observation(s) will be shared with the LCSB district administrator.

5.6 CF COLLEGIATE HIGH SCHOOL PROGRAM courses taught on a high school campus may not be combined with any non-college credit high school course.

5.7 Any course, discipline, college, or system-wide learning assessments required by CF in non-CF COLLEGIATE HIGH SCHOOL PROGRAM sections of a course will also be administrated in all Dual Enrollment sections of the course.

5.8 CF will analyze student performance in Dual Enrollment courses offered on high school and college campuses to ensure that the level of preparation for future success is comparable with non-Dual Enrollment college students. Analyses and recommendations will be shared and reviewed with the WPHS principal and LCSB administrators.

5.9 CF and LCSB will design strategies for collaborative professional development to improve Dual Enrollment counseling and instructional efficacies, encourage teacher utilization of instructional technologies, address critical needs and issues, and support in-service initiatives.

5.10 Students with unsatisfactory progress reports should be counseled by the WPHS counselor immediately upon receipt of the college reports.

5.11 All students enrolled in Dual Enrollment or CF COLLEGIATE HIGH SCHOOL PROGRAM classes will be graded on the same basis as other college students in the same college courses. CF will assign letter grades to each student/course and the letter grade assigned

will be posted to the student's high school transcript. Grades will be electronically transmitted securely by CF to the student's high school and the LCSB MIS/Curriculum offices for posting.

5.12 While a student is enrolled in high school, payment for dual enrollment courses cannot be made on behalf of any student participating in the CF COLLEGIATE HIGH SCHOOL PROGRAM by any third party, including the student's family.

5.13 If a Dual Enrollment student earns a "D", "F", "W" or "FF" grade in any course during one semester, that student will no longer be eligible to participate in the CF COLLEGIATE HIGH SCHOOL PROGRAM

5.14 The reassignment of students residing in Citrus County and Levy County to WPHS for participation in the CF COLLEGIATE HIGH SCHOOL PROGRAM, as well as any reassignment back to said student's county of residence, will be the responsibility of the participating School Boards and will proceed according to governing School Board policy. CF will have no duty to reassign or place out-of-district students at WPHS, nor will CF have any duty to remove a student from WPHS in the event such student is deemed ineligible for the CF COLLEGIATE HIGH SCHOOL PROGRAM.

6. Funding Arrangement to Implement the CF COLLEGIATE HIGH SCHOOL PROGRAM

6.1 LCSB will pay the standard tuition rate per credit of seventy-one dollars and ninety-eight cents (\$71.98), from funds provided in the Florida Education Finance Program (FEFP) to CF for courses taken online or at a CF campus, in accordance with Section 1007.271, Fla. Stats. (2019). Courses taken during the summer term will not be charged to LCSB. The amount of credit hours will be based upon CF's enrollment records, as the keeper of the student's official college transcript.

6.2 Students must drop courses during the designated add/drop period to eliminate the cost of tuition. If a student later withdraws from a course, the tuition charge will remain and be charged to LCSB.

6.3 If CF provides a faculty member to teach a Dual Enrollment Course on a high school campus, the high school must cover the cost of that instructor. For online courses taught by a CF instructor, the high school will be required to cover the cost of the instructor.

6.4 Students enrolled in the CF COLLEGIATE HIGH SCHOOL PROGRAM will be exempt from the payment of registration, matriculation, and laboratory fees.

6.5 Required textbooks and other instructional materials, as defined in Section 1006.28, Fla. Stats. (2019) will be funded by LCSB, provided the FEFP provides funding for such expenses. CF will adhere to the requirements set forth in Section 1004.085, Fla. Stats. (2019), governing the affordability of textbooks.

6.6 LCSB will be responsible for all inventory, recovery, reuse, and sale of textbooks, and instructional materials provided under this Agreement, in conjunction with the CF Bookstore (currently affiliated with Barnes & Noble).

6.7 Eligibility for academic accommodations requires that students with disabilities who enroll in a course provided at a CF facility must meet all requirements established by CF's Office of Disability Services. If a student with a disability enrolls in a Dual Enrollment course offered at a high school facility, the high school will be responsible for determining and providing any necessary accommodations.

6.8 CF will invoice LCSB for costs incurred annually, no later than June 15. LCSB will make payment by check.

6.9 Transportation to attend college-level course offered at any facility other than the high school campus will be the responsibility of the student or the student's parent/guardian. All costs relating to the purchase of parking decals/fees are the responsibility of all Dual Enrollment students.

7. **Accountability** This Agreement will be effective upon execution by LCSB's Board Chair and CF's District Board of Trustees, but must be executed before registration for the fall term of the following school year. Additions and deletions may be made at any time upon the mutual agreement of CF's President and LCSB's Board Chair. Courses of study and programs will be incorporated into this Agreement before instruction begins. The parties intend that this Agreement be valid for the 2019-2020 school year.

8. **Term** This Agreement will commence on the date last signed by the parties, and will terminate on June 30, 2020, unless terminated earlier or extended by the parties' mutual written agreement.

9. **Amendment** This Agreement may be modified in writing by mutual agreement of both parties, in accordance with governing laws, rules, and procedures. The Agreement may only be amended supplemented, or changed by writing specific reference to this Agreement and which is signed by the parties.

10. **Severability** provisions contained in this Agreement which may be deemed contrary to, prohibited by, or invalid under applicable laws or regulations will be deemed omitted from this Agreement and will not invalidate the remaining provisions thereof.

11. **Governing Laws** The laws of the State of Florida govern all aspects of this Agreement and all transactions contemplated by it without regard to principles of conflicts of laws. Venue for any litigation related to this Agreement will be in Marion County, Florida.

12. **Counterparts** The parties may execute this Agreement in counterparts. Faxed or other electronic imaging will be acceptable in place of originals.

13. Merger This Agreement represents the parties' entire understanding with respect to the subject matter hereof, and supersedes all other prior communications, negotiations, or documents by and between the parties.

14. Compliance with Laws Each party will comply with all applicable federal and state laws, codes, rules, and regulations in performing its duties, responsibilities, and obligations pursuant to this Agreement.

15. Inspector General Audits The parties will comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Florida Office of the Inspector General or by any other state or federal officials.

16. No Waiver of Sovereign Immunity This Agreement does not waive sovereign immunity by any agency or political subdivision to which sovereign immunity may apply, or of any rights or limits of liability existing under § 768.28, Fla. Stats. (2019). This terms survives the termination of all performance or obligations under this Agreement and is fully binding until any applicable statute of limitations bars any proceeding brought under this Agreement.

17. Public records

17.1 IF CF HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CF'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF RECORD AT: PUBLIC RELATIONS AND COMMUNICATIONS OFFICER: JOHN LOTT, ASSISTANT SUPERINTENDENT OF SCHOOLS, AT (352) 486-5231, john.lott@levy.org OR IN PERSON AT 480 MARSHBURN DRIVE, BRONSON, FLORIDA 32621.

17.2 IF LCSB HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO LCSB'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF RECORD AT: GENERAL COUNSEL: ROBERT BATSEL, AT (352) 329-0593, rbatsel@ocalalaw.com, OR IN PERSON AT 3001 SW COLLEGE ROAD, OCALA, FLORIDA 34474.

18. Non-Discrimination Neither party will subject any person to discrimination because of age, race, color, disability, pregnancy, gender, marital status, political or religious beliefs, national or ethnic origin, or veteran status, in the performance of the parties respective duties, responsibilities, and obligations under this Agreement.

IN WITNESS WHEREOF, The School Board of Levy County, Florida and the District Board of Trustees of the College of Central Florida have adopted this Agreement and caused it to be executed by their respective Chairs, in accordance with Section 1007.273, Fla. Stats. (2019), governing collegiate high school programs.

DISTRICT BOARD OF TRUSTEES OF THE COLLEGE OF CENTRAL FLORIDA

Date Joyce Brancato Chair, District Board of Trustees

THE SCHOOL BOARD OF LEVY COUNTY, FLORIDA

Date Paige Brookins, Board Chair, The School Board of Levy County, Florida



SCHOOL BOARD OF LEVY COUNTY

JEFFERY R. EDISON

Superintendent

CAMERON ASBELL
District 1

CHRIS COWART
District 2

BRAD ETHERIDGE
District 3

PAIGE BROOKINS
District 4

ASHLEY CLEMENZI
District 5

February 27, 2020

MEMO TO: Jeffery Edison, Superintendent

FROM: Gerie Forde, Grants Manager *oforde*

SUBJECT: Sandra Prew District Contract

Attached please see the following contract for professional development:

Vendor: Sandra Prew, Consultant

Service: Instructional Practices for Primary Grades in Foundation Skills

Amount: \$4,000.00

Project: 40220 F2020 (Title II, a)

Date: February - June 2020

Please return a copy of the fully executed contract to Gerie Forde

480 Marshburn Dr.
Bronson, FL 32621

PHONE 352-486-5231
FAX 352-486-5237

An Equal
Opportunity Employer

Our mission is to educate all students in a safe environment and
to graduate them ready for college and career success.

SCHOOL BOARD OF LEVY COUNTY PURCHASE SERVICES AGREEMENT

This Agreement, entered into by and between the **SCHOOL BOARD OF LEVY COUNTY, (SBLC)** and Sandra Prew, **(CONTRACTOR)**. The Contractor shall provide the services at Contractor's risk, assuming full responsibility for the completion of the services stipulated below:

Instructional Practices for Primary Grades in Foundation Skills
Focus on Professional Development, Side-by Side Coaching and Modeling
using explicit and multi-sensory instructional strategies.

February -June 2020

To be paid as stipulated below:

Not to exceed \$4,000.00

Rate: \$85.00 per hour (all materials and travel included)

Paid from: 40220 F2020 Title II, part A

Payment shall be made upon approved billing for services rendered by the Contractor

All Agreements made between the SBLC and the CONTRACTOR are contained exclusively herein. CONTRACTOR acknowledges the payment above set forth constitutes the only compensation to be received by the CONTRACTOR for the services to be performed pursuant to this Agreement. CONTRACTOR also acknowledges that in rendering the services provided herein, the CONTRACTOR will be acting as an Independent CONTRACTOR, and not as an employee of the SBLC. The CONTRACTOR agrees to maintain insurance to cover its activities, and those of its agents and employees, under this agreement, and to hold the SBLC harmless from any liability arising out of the services provided herein. This Agreement may be terminated upon giving thirty (30) days written notice to the other party. This Agreement shall be construed in accordance with the laws of the State of Florida.

This Agreement applies to services to be performed by CONTRACTOR, which are customarily provided by the SCHOOL BOARD OF LEVY COUNTY or which SBLC is in the business of providing. If CONTRACTOR has questions regarding the application of Chapter 119, Florida Statutes, to the CONTRACTOR'S duty to provide public records relating to this Agreement, contact the custodian of public records at SBLC, 480 Marshburn Drive, Bronson, FL, 32621, email: marla.hiers@levyk12.org, phone number 352-486-5231.

CONTRACTOR is required to comply with the Florida Public Records Law, Chapter 119, Florida Statutes, in the performance of CONTRACTORs duties under this Agreement, and will specifically:

- a. Keep and maintain public records required by SBLC to perform the service;
- b. Upon request from SBLC's custodian of public records, provide SBLC with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in the Chapter 119, Florida Statutes or as otherwise provided by law;

- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if CONTRACTOR does not transfer the records to SBLC;
- d. Upon completion of the contract, transfer, at no cost, to SBLC all public records in possession of CONTRACTOR or keep and maintain public records required by SBLC to perform the service. If CONTRACTOR elects to transfer all public records to SBLC upon completion of the contract, CONTRACTOR shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If CONTRACTOR keeps and maintains public records upon completion of the contract, CONTRACTOR shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to SBLC, upon request of the SBLC's custodian of public records, in a format that is compatible with the information technology systems of SBLC. If the CONTRACTOR has questions regarding the application of Chapter 119, Florida Statutes, to the CONTRACTOR'S duty to provide public records relating to this Agreement, contact the Custodian of Public Records at SBLC, 480 Marshburn Drive, Bronson, FL, 32621, email: marla.hiers@levyk12.org, phone number 352-486-5231.

IN WITNESS WHEREOF, the Parties hereto have placed their hands and seals the date(s) herein below set forth.

SCHOOL BOARD OF LEVY COUNTY

Angela Hogan
Witness

[Signature] 3/2/20
Superintendent/Designee Date

Auna Jorde 2-26-20
Witness

By: Sandra S. Prew 2/26/20
Sandra Prew Date
6391 NW County Rd. 336
Chiefland FL 32626

| BATCH | DESCRIPTION | FISCAL YEAR | BATCH ORIGIN | STATUS |
|----------|-------------|-------------|-----------------|--------|
| 19-00017 | 9B | 2019-2020 | Web Batch Entry | WIP |

| LINE | ACCOUNT/NAME | DESCRIPTION/REF | QUICK KEY | DATE | DEBIT | CREDIT |
|--------|---------------------------------------|---------------------------------------|-----------|----------|----------|-----------|
| 1 | 4210E5300 0641 0051 40201 F2020 00000 | ROLL FORWARD - 40201 F2020 | | 02/24/20 | 2,600.00 | 0.00 |
| 2 | 4210E5300 0641 0091 40201 F2020 00000 | ROLL FORWARD - 40201 F2020 | | 02/24/20 | 2,600.00 | 0.00 |
| 3 | 4210E5300 0642 0021 40201 F2020 00000 | ROLL FORWARD - 40201 F2020 | | 02/24/20 | 700.00 | 0.00 |
| 4 | 4210E5300 0510 0021 40201 F2020 00000 | ROLL FORWARD - 40201 F2020 | | 02/24/20 | 394.00 | 0.00 |
| 5 | 4210R0000 3201 0000 40201 F2020 00000 | ROLL FORWARD - 40201 F2020 | | 02/24/20 | 0.00 | 6,294.00 |
| 6 | 4210R0000 3241 0000 40293 F2020 00000 | ROLL FORWARD ADJUSTMENT - 40293 F2020 | | 02/27/20 | 34.97 | 0.00 |
| 7 | 1000R0000 3740 0000 17400 00000 00000 | | | 03/03/20 | 0.00 | 20,000.00 |
| TOTALS | | | | | 6,328.97 | 26,294.00 |

***** End of report *****